

West Virginia State Parks Foundation

Minutes of the 2022 Annual Meeting

April 25, 2022

Foundation President Greg Bray convened the meeting at 10:00 AM at the Stonewall Resort in Roanoke, West Virginia. Approximately 50 attendees were present. They introduced themselves and stated which park or foundation they represented.

Secretary's Report: The Foundation's Secretary, Samantha Norris was not present. Bob Hoke, the Acting Secretary, passed out the minutes from the May 2021 meeting, which had also been mailed to the local foundations shortly after that meeting. He asked for any corrections and there were none. There was a **motion to accept the minutes of the 2021 WVSPF Annual Meeting as distributed.** The motion was seconded and passed.

Treasurer's report (see attachment 1): The Foundation's Treasurer, Kim McCluskey, passed out copies of the 2021 financial report. She said that the \$26K unused portion of the WVDEP grant for Pipestem sustainability upgrades has been returned to the DEP and the interest earned on the money was transferred to the Pipestem Foundation. She noted that interest rates are very low and she is waiting for them to increase before putting more money in certificates of deposit. She is sending monthly reports to Brad Reed and Greg Bray to keep them current on the Foundation's finances. The IRS form 990 is being prepared and an extension for it has been requested.

Kim said the Park System's new online reservation software makes it easy to make donations and that the level of donations has increased significantly.

Kim said she will be moving to North Carolina soon, but is willing to continue as Treasurer for at least a few more years.

There was a **motion to accept the 2021 financial report as presented.** The motion was seconded and passed.

Comments by Brad Reed, Chief of Parks:

- Brad expressed his appreciation to the group for their dedication and support of their parks. He said the support of the local foundations has

been very important during the recent increase in attendance.

- The last couple of years have been revolutionary for the Park System. Attendance increased significantly during the pandemic with visitation up 43% from the last 10 years average. The park's superintendents and personnel have done a great job accommodating the larger crowds, especially with personnel shortages.
- The legislature has been very supportive of the Park system and allocated \$100M for improvements and maintenance. Eight hundred lodge rooms have recently been renovated and there have been many infrastructure upgrades and deferred maintenance projects completed.
- The customer base for the parks has changed because of the pandemic. There are more local visitors because folks seem to be avoiding the distant vacation spots.
- Revenue was \$26.8M last year and self-sufficiency was high at 67.9%. Parks generate \$13.15 in revenue for every dollar invested by the legislature.
- The governor appreciates parks and is very supportive of the Park System.
- Brad mentioned numerous large projects done in multiple parks by their local foundations.
- Brett McMillion is the new DNR Chief.

Legislative Session Summary (see attachment 2): Ken Caplinger was on the agenda to give a report of the recent legislative session, but was unable to attend the meeting. Bob Hoke passed out copies of the summary report Ken prepared shortly after the session ended. The report was emailed on March 15 to the local foundation contacts with email addresses in the WVSPF database.

A couple people asked how the status of bills can be tracked. Bob said Ken spent a lot of time tracking the bills and would be the best person to explain his methods. He also said that Ken prepared an initial message describing the bills and

their potential impact. That information was emailed to the local foundations on February 19.

Someone asked Brad Reed whether he and the DNR supported the bills. He said both he and the DNR did support them. There was then a discussion about whether local foundations are expected to support any bills the DNR supports. There were several comments that foundations have no obligation support proposed legislation until it becomes law.

There was a comment that bills with potentially detrimental impact on parks are likely to be introduced in future legislative sessions and several people asked that word about them be sent out as quickly as possible. Bob said he would try to send timely information on questionable bills as soon as it is known.

Park System Endowment Fund (see attachment 3): Greg Bray passed out a handout describing the Endowment Fund the legislature created in 2020 to help fund the parks with royalties from gas leases under the Ohio River. Greg said the Fund is doing very well had has a current balance of over \$12M. A Board, including Ken Caplinger, Sam England, Greg Bray, and others oversees the Fund. Distribution from the Fund should start in July 2023 and at least some money will be available as grants to local foundations. The details about the grant process have not been developed. The long-term goal is to fund major projects in the parks. There are concerns that some legislators may try to divert some of the money to other projects, but that has not happened yet.

Foundation support for local projects: Kim McCluskey, the WVSPF Treasurer, asked the group for advice on whether the statewide foundation should be involved in overseeing projects in parks without local foundations. An example of such a project was the large Pipestem Sustainability Grant that was recently completed. Bob Hoke said it should be the Treasurer's decision on a case-by-case basis. Kim said a critical requirement is that the park must be willing and able to do the paperwork and management of their project with the WVSPF Treasurer only handling the money. The statewide foundation cannot be responsible for more than handling the grant money.

Various people commented on concerns about large projects they were aware of. Someone asked

whether there were procedures for administering large grants. Kim replied that every grant is different and each comes with its own paperwork requirements.

Foundation Guidelines (see attachment 4): Brad Reed passed out a draft document containing proposed guidelines for the operation of local foundations, including the relationship between the foundations and the Park System, requirements for foundations, lobbying restrictions, and procedures for obtaining and using matching grants. He said any comments on the draft are welcome and should be sent to him.

Insurance for local foundations (see attachment 5): Bob Hoke passed out a handout that provided insurance information for local foundations. It discussed the types of insurance a foundation may want, what to look at in a policy, the WV Board of Risk and Insurance Management (BRIM) insurance, and it provided two contacts for BRIM information.

There were a number of questions about coverage needed for special events run by foundations in parks. Brad Reed said such events are generally covered under the park's liability coverage, but if for-profit organizations are involved (like a climbing wall, zip line, or bounce house) then those providers must have their own \$1M liability coverage. Someone commented that the vendors should provide a copy of the coverage, not just say they have it.

Definition of Natural Areas: The representative from the Canaan Valley Foundation asked whether there was a formal definition of a "Natural Area" in a park because part of Canaan has been given that definition. He is concerned about restrictions on things like trail construction and public access. Brad Reed said there is a formal definition and it primarily prohibits construction of commercial facilities and prohibits vehicles. Trail construction and public access are not restricted. He said he would send the representative a copy of the DNR's management plan for Natural Areas.

DNR Grants to purchase land: There was a question about whether DNR matching grants can be used to purchase land. Brad Reed said in most cases the grant can be used only if the land is going to be donated to the DNR after purchase. The land in question was going to be retained by the

foundation and used by a private company for a concession. Brad said a DNR grant would probably not be approved for the purchase because it would effectively be used to support a private commercial activity. He said a legislative change would probably be needed if land purchased with a grant is to be retained by a foundation.

Election of officers: Greg Bray said that he is willing to run again for President and Kim McCluskey is willing to continue at Treasurer. He said the positions of Vice President and Secretary are vacant and asked for candidates to run for those positions. Bob Hoke said he was willing to run for Secretary.

There were no additional candidate volunteers so there was a **motion to elect the slate of officers as presented**. The motion was seconded and passed. The officers are:

President:	Greg Bray
Vice President:	vacant
Secretary:	Bob Hoke
Treasurer:	Kim McCluskey

Someone then asked whether the Vice President position could be filled if someone expressed interest during the year. Nobody had a copy of the bylaws handy so the question was not answered. [Update: the bylaws make no provision for filling an officer position except at the Annual Meeting].

Adjournment: The meeting was adjourned at 12:05 PM.

Attachments:

1. 2021 WVSPF financial report
2. Summary of the 2022 Legislative Session
3. The State Park Endowment Fund
4. DNR Guidelines for Foundations
5. Insurance for Local Foundations

Attendees at the WVSPF Annual Meeting on April 25, 2022

(“SP” = “State Park” “SPF” = “State Park Foundation”)

Name	Organization	Email or Phone
Greg Bray	Pricketts Fort Mem. Found.	director@prickettsfort.org
Kim McCluskey	Forks of Coal	grumpybuckeye@frontier.com
Brad Reed	Chief, WV State Parks	304-558-2764
Milt Gutman	At Large Board member	304-281-2865
Linda L. Cronin	Blackwater Falls	llcronin50@yahoo.com
Andrea Dalton	Blackwater Falls	andreadalton64@gmail.com
Matthew Baker	Blackwater Falls SP Superintendent	matthew.s.baker@wv.gov
Steve Gissy	Blennerhassett Historic Foundation	stevegissy@gmail.com
Craig Pyles	Blennerhassett Isl. Hist. State Park	craig.t.pyles@wv.gov
Beth DuBoff	Cacapon SPF	duboff4@gmail.com
Lin Dunham	Cacapon SPF	lin_dunham@frontier.com
Josephine Lester	Camp Creek SPF	304-308-8273
Shirley Miller	Camp Creek SPF	shirleym.miller@suddenlink.net
Ben Herrick	Canaan Valley Resort SPF	ben.herrick37@gmail.com
Marshall Markley	Cass Scenic Railroad SP	marshall.w.markley@wv.gov
Ben Leedom	Cedar Creek SP	304-462-8517
Randy Buckner	Cedar Creek SPF	rbuck77827@aol.com
Cody Moore	Cedar Creek SPF	codybass9@gmail.com
Adam Pokinski(?)	Coopers Rock Foundation	adamzapple88@gmail.com
Dave Hopkinson	Copers Rock Foundation	dph@vt.edu
Ken Tawney	Elk River Trail Foundation	elkrivertrail@gmail.com
Leanna Preston	Forks of Coal SNA Foundation	lebrpreston@aol.com
Diana Green	Forks of Coal SNA Foundation	dkgg@suddenlink.net
Maggie Hutchison	Greenbrier River Trail	maggie.hutchison2013@gmail.com
Phil Setterlund	Holly River SPF	philsetterlund@hotmail.com
Donna Boggs	Holly River SPF	donna.boggs@yahoo.com
John Hughes	Kanawha State Forest	jlhughesjr@suddenlink.net
Bob Hoke	MSR&LHA (Cass)	bob@rhoke.net
Jennifer Wilt	North Bend Rails to Trails Found.	info@nbrtf.com
Steve Ritter	North Bend SPF	essayritter@gmail.com
Jonathan Summers	North Bend SPF	summers03@zoominternet.net
Michula Roger	SSPF	304-269-8832
Jay Hayes	Stonewall SPF	jay@trueband.com
Randell Allen	Twin Falls Resort	randell.allen@wv.gov
Shelley Elsey	Tygart Lake	tsebuild@comcast.net
David Jackson	Tygart Lake SP	jacob.a.jackson@wv.gov
Candy Layfield	Tygart Lake SPF	cjlayfield@aol.com
Brett Harshbarger	Valley Falls SP	brett.w.harshbarger@wv.gov
Diane Oliva	Valley Falls SPF	giftshopwm@me.com
Gene Conley	Valley Falls SPF	touchstonegenewv@gmail.com
Jody Spencer	Watoga SP & Greenbrier River Trl	
Louanne Fatora	Watoga SPF	lamccf@comcast.net
Mary Dawson	Watoga SPF	ssmpdawson2@gmail.com

West Virginia State Parks Foundation
Statement of Income and Expenses
Attachment 1 **General Operating Fund**
Year ending December 31, 2021

<i>Income</i>	2019	2020	2021
Annual Dues	340	340	460
Interest Not Allocated	128	142	1
Unrestricted Donation	834	83	112
Reimbursement	41		
ATM Lease Fees	1,144	706	750
Total Income	2,488	1,271	1,322
<i>Expenses</i>			
Administrative Expenses	64	26	25
New Foundations	0		
Annual Meeting	165	78	62
Web Site		172	
Outreach	64		
Pay Pal and Similar Fees	1		56
Total Expenses	294	276	143
Net Income for Year	2,194	995	1,179

West Virginia State Parks Foundation
Statement of Assets and Liabilities
Year Ending December 31, 2021

<i>Assets</i>	2019	2020	2021
Checking Account	66,104	78,907	31,609
Certificate of Deposits	201,289	204,952	131,442
Money Market Account			100,005
Total Assets	267,393	283,859	263,056
<i>Liabilities</i>			
Accounts Payable	2,019		
Restricted Funds	257,519	273,031	250,986
Total Liabilities	257,519	273,031	250,986
General Operating Fund	9,832	10,827	12,071
Total Liabilities and General Operating Fund	267,351	283,859	263,057

note 1: overpaid Bob Hoke

note 2: Furniture App Outreach

note 3: Outstanding check \$42.14

West Virginia State Parks Foundation
Summary of Restricted Fund Activity During 2021

Restricted Fund (*SP = State Park, *SF = State Forest)	Opening Balance	I N C O M E				E X P E N S E S			Ending Balance	Diff	Notes
		Donations	Interest	Xfers/ Other	Total Income	Program Service	other	Total Expenses			
Park Funds:											
Audra SP	6,773	3,059	6		3,065	2,097		2,097	7,741	968	1
Babcock SP	1,004	227	1		228			0	1,232	228	
Blackwater Falls SP	4,818	1,627	4		1,631			0	6,449	1,631	
Bluestone SP	23,351	68	24		92	1,218		1,218	22,225	-1,126	2
Cacapon SP	3		0		0			0	3	0	3
Canaan Valley SP	21		0		0			0	21	0	
Carnifex Ferry Battlefield SP	76		0		0			0	76	0	
Cedar Creek SP	261		0		0			0	261	0	
Chief Logan SP	3,345		3		3			0	3,348	3	
Coopers Rock SF	314	3,950	1		3,951	1,548		1,548	2,717	2,403	4
Droop Mtn. Battlefield SP	1,167	955	1		956			0	2,123	956	
Greenbrier SF	7,091	246	7		253			0	7,344	253	
Holly River SP	5,167		6		6			0	5,173	6	
Kumbrabow SF	244	55	0		55			0	299	55	
Lost River SP	3,030	790	2		792			0	3,822	792	
Moncove Lake SP	10,790		12		12			0	10,802	12	
Pipestem SP	14,956		7		7			0	14,963	7	5
Seneca SF	797	396	1		397			0	1,194	397	
Tygart Lake SP	649	231	1		232			0	881	232	
Project Funds:											
Blackwater SP Playground	2,093		2		2			0	2,095	2	
Cashdollar Fund	92,222		104		104	8,651		8,651	83,675	-8,547	6
Chief Logan Lighting Grant	0		0		0			0	0	0	
Endowment Fund	32,182	17,857	23		17,880	10,868	56	10,924	39,138	6,956	7
Farm to Table Project	2,058		2		2			0	2,060	2	
Fisher Playground (Tygart Lk)	33,291		23		23			0	33,314	23	
Pipestem Sustainability Grant	27,317		29		29	26,154	1,163	27,317	29	-27,288	8
Totals (restricted funds)	273,020	29,461	261	0	29,722	50,536	1,219	51,755	250,986	-22,033	
General Operating Fund	10,827	1,321	10		1,331	87		87	12,071	1,244	9
Totals (including GOF)	283,847	30,782	271	0	31,053	50,623		51,842	263,058	-20,789	

See notes on the following page

West Virginia State Parks Foundation

Restricted Funds

2021 Spending

1. During 2021, the Foundation worked with Audra State Park to purchase lumber from Elkins Building Supply for picnic tables. We also worked with the park to purchase a new chain saw from Southern States and a heated light for the bathhouse.
2. In 2020 Hinton Hope Foundation paid the foundation for the purchase of a memorial bench to be placed at Bluestone State Park. After discussions with the Army Corp of Engineers the foundation reimbursed Hinton Hope in 2021 when it was discovered, the bench could not be placed where it was requested.
3. I received a small check for the Cacapon RIU program in the amount of \$3.43 in 2020 and put off writing a check to the foundation until I received another RIU. I did not receive anything in 2021 but will include it with a payment in 2022.
4. During 2021 the Foundation worked with Coopers Rock State Forest to purchase memorial benches and plaques that were placed in the forest.
5. Pipestem Resort State Park's Foundation came back into existence in 2020. The park's RIU payments have been paid to the foundation from that date forward. A balance remained on the account and continues to collect interest.
6. The Cashdollar Grant was set aside for purchases and upgrades to nature centers at Tygart Lake, Twin Falls and Blackwater Falls State Parks. In 2021 the Foundation worked with Paulita Cousins at Blackwater Falls to purchase display updates and game tables.
7. The expense of \$43 in the Endowment Fund are fees for online donations. A total of \$10,868 was paid out to Foundations for reimbursement of the Round It Up Program.
8. During 2020 the Foundation worked with WVDEP on closing out the Pipestem Sustainability Grant which expired in August 2020. The paperwork was not completed until 2021 when the Foundation repaid to WVDEP \$26,154.38. The balance of \$1,162 was interest earned by grant money which was forwarded to the Pipestem Foundation.
9. Expenses from the General Operating fund included the annual filing with the Secretary of State's Office and mailing and printing costs incurred by Bob Hoke for the annual meeting.

SUMMARY OF 2022 WV LEGISLATIVE SESSION RELATIVE TO STATE PARK SYSTEM

Attachment 2

Prepared by Ken Caplinger on March 15, 2022

HB 4408, also widely known as the Park System Privatization bill, passed but with amendments that somewhat reduce concern that it will facilitate inappropriate new private developments on all state parks and forests as well as conversion to long term private management of existing facilities. The version that passed had the following protections added:

1. The length of term for contracts to operate existing facilities remains untouched. Instead of going from current limit of a 10 year term/10 year renewal to 30 year term/20 year renewal as in the original bill, the current code 20-5-15 remained unaltered.
2. In 20-5-16 an amendment of the word “new” was added in the language about private development and management to make it more clear that 40 year private contracts cannot be applied to existing facilities.
3. The possible maximum private development contract term was reduced from 50 to 40 years.
4. To guard against inappropriate new additions, language was added to require that any new private development must be in keeping with the purpose of the park system as stipulated in code, which is to “Promote conservation by preserving and protecting natural areas of unique, exceptional, scenic, scientific, cultural, archaeological, or historic significance and to promote outdoor recreational opportunities.”
5. Watoga was granted an exemption from being the site of any new private projects due to its international “Dark Sky” status.
6. Any contracts for new private development being considered by DNR Director must also be approved by Commerce and Tourism Secretary’s and the Economic Development Secretary.
7. If a DNR Director signs a private development contract and then leaves office, he or she cannot be employed by the private company until a year has passed.
8. Prior to any private development contract being signed, a Public Notice will be issued and a Public Hearing held in the county in which the subject park or forest is located.

As to the **other bills** which were identified as matters of concern, none of them went anywhere. These included:

HB 4582 would have allowed Class 2 E-bikes on park system trails.

SB 566 would have required the Commerce Dept., (which park system is under) to develop an off road vehicle “Adventure Plan” as a first step toward allowing ATVs on all park system roads/trails.

SB 564 would have required mapping and description of all forest roads as another first step to off road vehicles in the park system.

SB 563 would have allowed off the grid, remote camping on all DNR lands including state parks and state forests. Again, another first step toward ORVs/ATVs being allowed in.

In summary, the park system dodged several bullets. As to the new law, which does still open all parks and forests to private development, it is considerably better than it started out but would be even more so if requirements such as environmental studies and/or updated park master plans, as well as restrictions on specific types of inappropriate development (casinos for example) had been amended into it.

However, one can now have cautious optimism that nothing damaging to the character of the park system will be constructed by private developers and that privatization of entire parks is less likely to occur.

We must all, as citizens, also keep in mind the public hearing requirement before any new private development contract, or contract to convert existing facilities to private operation, is signed and take advantage of the opportunity to speak our minds, either for or against, at such a gathering.

Attachment 3 **WV State Park Endowment Fund**

The State Parks and Recreation Endowment Fund was created by the Legislature in 2020.

Primary Funding Sources

- Royalties received from the leasing of state-owned gas, oil, and other mineral rights beneath the Ohio River and its tributaries.
- Any other gifts provided specifically for this fund or gift designated by the agency.

Purpose

- Support the maintenance, repair, and improvement of recreational facilities, and any supporting infrastructure, in the state parks, state forests, and state rail trails.
- The Endowment Fund Board of Trustees, which was created by the legislation, first met in December, 2020 and adopted an official mission statement for the Fund which is to: “serve as a long-term financial resource for the maintenance, repair, and improvement of state parks, forests, and rail trails to create an exceptional experience for the citizens of the state and its visitors.” This was in keeping with the specific uses of Fund proceeds as stipulated in state code. Specifically, to support and maintain existing infrastructure.

Endowment Fund Management

- The Fund balance will grow from royalty deposits plus investment interest.
- An Investment Management Agreement exists between the West Virginia Investment Management Board (the WVIMB) and the West Virginia State Parks and Recreation Endowment Fund Board of Trustees.
- The Endowment Fund Board consists of Bret McMillion, DNR Director/ Brad R. Reed, Parks Chief/ Brian Bolyard, DNR Exec. Sec./ Greg Bray, President WVSP Foundation/ Jesse Anderson, Park/Forest Supt/ Kelly L. Smith, Park/Forest Supt./ Kenneth Caplinger, Cabin Park /Jonathan Summers, Lodge Park /Maureen Connelly, Cabin Park /Sam England, Rail Trail.

Account Balances

	FY 2020	FY 2021	FY 2022	Total
Investment Earnings	\$4,766.68	\$7,810.50	\$73,287.49	\$85,864.67
Royalties	\$3,774,927.03	\$2,897,889.58	\$5,884,787.40	\$12,557,604.01
Expenditures	0	(\$884.32)	(\$3.00)	(\$887.32)
Fund Balance 03/29/22				\$12,642,581.36

Distribution

- Open to all, but only, State Park and Recreation Section operated facilities.
- Will fund matching grants to State Park, Forest Rail Trail Foundations which are 501c3 organizations and officially recognized by State Parks.
- Not all foundation matching grant funding will come from the Endowment Fund. Some may continue to be funded outside of Endowment Board approval through the traditional source, which is the State Park 3265/Operating account.
- A minimum of 10% of annually dispersed endowment funds shall be dedicated to park foundation sponsored projects.
- Funds are to be used only for furtherance of the mission of State Parks.
- Allocations from the fund will not be approved for construction of new facilities, personnel costs, or routine operating expenses.
- Allocations will be made from interest income only while leaving principal untouched.
- First distribution will be at the earliest in Fiscal Year 24 (begins July 1, 2023).

Short Term Distribution Goal

- The exact, formal Distribution Process is still in draft status but will likely be similar to State Park Foundation Grant requests.
- The short-term goal is an allocation of \$150 - \$300K in FY24.

Long-Term Distribution Goals

- To provide a regular annual amount of \$500K to address deferred maintenance.
- While providing funding augmentation for deferred maintenance at a \$500K annual minimum – fund an additional \$40M - \$60M bond issuance for major capital repair needs and additional deferred maintenance needs.
- Completely and regularly fund, rather than augment, the entire annual park system Repairs and Alterations budget which is currently at \$3M annually.

Attachment 4

POLICY, GUIDELINES, AND PROCEDURES FOR WEST VIRGINIA STATE RECREATION AREA FOUNDATIONS

Set forth below are the policies, guidelines, and procedures governing 501(c)(3) foundations chartered by the West Virginia Division of Natural Resources (DNR) for the purposes of benefit to state parks, state forests, and Parks Section managed rail trails and natural areas. For the purposes of this document, all such benefitting foundations will hereafter be labeled as "Foundations" and DNR managed areas as "Parks." Adherence to these policies, guidelines and procedures are necessary for a foundation to create and retain a charter as an "official" West Virginia State Park foundation and to be eligible for the DNR foundation matching grant program. Only one foundation shall be recognized for each individual state park or forest.

CHAIN OF COMMAND

The primary and initial contact for all Foundation business benefiting a respective park/forest is the area Park Superintendent. The Park Superintendent or his designee is to be a non-voting ex-officio member of the foundation and be advised of all foundation business which may impact the respective park/forest.

If a question with meritorious immediate need must be answered or a problem arises that requires emergency attention and the Park Superintendent or his designee is not available, the foundation may contact the assigned District Administrator directly or others within the Parks management hierarchy as necessary.

In the event that disputes arise which put the interests of the Foundation at odds with the Park Superintendent, a mediation conference may be held by the District Administrator and with all parties present to resolve the issue.

PURPOSE OF FOUNDATIONS

Foundation Articles of Incorporation under Article III Primary Purpose state in part that:

The primary activity of the Foundation shall be to solicit, receive and accept contributions, gifts, grants, devises and bequests of real or personal property, or both,

from individuals, foundations, partnerships, associations, governmental bodies and public and private corporations, and to hold, administer, maintain, invest, use, disburse and apply the whole or any part of such funding or property and of the income therefrom and the principal thereof for the primary purpose of supporting, contributing to and cooperating with Parks, in carrying out their existing purposes, power, duties and activities. Individual park/forest may be singled out under this mandate.

In summary the purpose of foundations is to support the mission of the State Parks and Recreation Section and the operational vision of the Park Superintendent.

Of the numerous activities set forth in the chartered purpose, it is the position of Parks that the primary focus of the Foundation is to collect funds toward park/forest projects, facilities, and equipment which immediately benefit the citizens of the State, local communities and park/forest visitors. Such projects might include but not be limited to small land acquisitions that will become the property of Parks, building renovation and major maintenance; purchase of equipment; and development of picnic shelters, playground equipment, trails, interpretive centers, campground improvements, grounds improvements and so forth. Projects of local interest are particularly encouraged. All projects shall be consistent with State laws pertaining to Parks and the rules promulgated to govern it; and no project may be undertaken on a park/forest or in the name of the Foundation without the approval of Parks. Volunteerism from foundation personnel is also encouraged.

SPECIFIC REQUIREMENTS OF FOUNDATIONS

1. All Foundation activities and endeavors shall be in furtherance of the goals, purposes, actions and activities of Parks, and nothing the Foundation does or undertakes may conflict with or be opposed to this in any manner. The Foundation must work to the same end and purpose of the park/forest it represents and of Parks.
2. Prior to undertaking any effort to solicit real property or accepting or receiving any real property for a specific parks/forest, any Foundation shall obtain the written approval of the Parks Chief to assure that the acquisition is in conformance with its long-range plans, master plans, and design, construction, operations and use criteria. Such requests are to be routed through the Park Superintendent. No vehicles may be obtained for use or storage at a park/forest without approval of Parks.
3. Foundations may be permitted to operate certain concessions such as gift shops or snack stands on park/forest property for the purposes of fundraising. All such arrangements must first be approved by and through a concession contract agreement with Parks. All profits derived from such

endeavors must be fully committed to on-park/forest projects, with details reported annually. No such foundation concessionari may interfere with, duplicate or supersede existing park operations.

4. All projects planned and carried out by Foundations must have the approval of the Park Superintendent prior to their commencement.

5. Funds collected in the name of the chartered Foundation may not be transferred to other organizations or entities and are intended solely for on-park/forest spending as detailed above. This does not pertain to charitable donations in which the purpose of funds collected is made known and properly documented in the minutes of a foundation meeting and communicated to the agency accordingly.

6. All Foundations shall compile and present an annual report to the Park Superintendent detailing all foundation projects and expenditures from the prior calendar year. Volunteer hours from foundation personnel contributed to projects and park/forest operations shall be included in the report.

7. Foundations shall not accept donations of artifacts or materials to be stored in the park/forest without the written permission of the Park Superintendent. All such artifacts and materials stored on state property may be permanently considered under the ownership of Parks, if specific arrangements for return are not made in advance.

LOBBYING BY FOUNDATIONS

The Internal Revenue Service has specific guidelines on lobbying by 501(c)(3) Organizations. It is the expectation of DNR that chartered foundations adhere to these guidelines which are summarized below:

1) In general, no organization may qualify for section 501(c)(3) status if a substantial part of its activities is attempting to influence legislation (commonly known as *lobbying*). A 501(c)(3) organization may engage in some lobbying, but too much lobbying activity risks loss of tax-exempt status.

2) *Legislation* includes action by Congress, any state legislature, any local council, or similar governing body, with respect to acts, bills, resolutions, or similar items (such as legislative confirmation of appointive office), or by the public in referendum, ballot initiative, constitutional amendment, or similar procedure. Lobbying does not include actions by executive, judicial, or administrative bodies.

3) An organization will be regarded as attempting to influence legislation if it contacts, or urges the public to contact, members or employees of a legislative body for the purpose of proposing, supporting, or opposing legislation, or if the organization advocates the adoption or rejection of legislation.

4) Organizations may, however, involve themselves in certain issues of public policy without the activity being considered as lobbying. For example, organizations may conduct educational meetings, prepare and distribute educational materials, or otherwise consider public policy issues in an educational manner without jeopardizing their tax-exempt status.

5) Whether an organization's attempts to influence legislation, i.e., *lobbying*, constitute a SUBSTANTIAL part of its overall activities is determined on the basis of all the pertinent facts and circumstances in each case. The IRS considers a variety of factors, including the time devoted (by both compensated and volunteer workers) and the expenditures devoted by the organization to the activity, when determining whether the lobbying activity is substantial. Source: <https://www.irs.gov/charities-non-profits/lobbying>

FOUNDATIONS INDEPENDENT OF STATE AND STATE INDEPENDENT OF FOUNDATIONS

Under Article IX Directors the Articles of Incorporation provide that:

The real and personal property of a Foundation shall be under the complete control of the Board of Directors, which is charged with the responsibility of administering and expending said property in accordance with the purposes for which the corporation was organized and exists, and in accordance with terms and conditions placed upon the use of any contributions, gift, grant, devise or bequest received by the Foundation.

FOUNDATION MATCHING GRANTS

In March 1990, a matching grant program for Parks' Foundations was established. Annually funds are made available for the grants depending upon budget constraints at the time. The grants will be limited to \$25,000 (changed by legislation in 2020) for each park/forest area within a calendar year.

There are two requirements to qualify for the grants: 1) each foundation must be a 501C-3 chartered foundation with the state in good standing, and be dedicated to a respective park/forest by formal adoption. The adoption must have been formally recognized by DNR prior to grant consideration. This is required by Enrolled Committee Substitute for House Bill 2241 enacted by the West Virginia Legislature at its 1989 Regular Session; 2) the Foundation must be a registered vendor. If it is not, then the foundation must complete the appropriate application to become a registered vendor. Each Foundation must officially adopt a motion properly made, seconded, and affirmatively voted upon by a quorum present to the following effect (this is a specific example):

The Holly River State Park Foundation, Inc. hereby officially adopts Holly River State Park as its area of concern in accordance with Chapter 20, Article 1A, Section 7 of the official Code of West Virginia, 1931, as amended. (Attachment 2)

The adoption of the motion must be recorded in the Foundation's minutes and copies of them provided to the Park Superintendent and to the Parks Chief for their records and files. There is a formal application and approval process associated with such requests as well as a reporting process which follows:.

The state matching foundation grants program was established primarily to encourage the foundations to raise money for projects and to encourage them to attempt bigger projects than would otherwise be possible. Projects and other activities can only be completed by Foundations on Parks when there is mutual agreement and cooperation between Foundations and Parks.

All matching grant funding must be used effectively. Labor may be used only for 25% of the grant match. Further, the rate allowed for the labor shall be the minimum rate set forth in trade and industry standards. A record of hours of all such matching labor shall be kept current with the time the labor is performed and the record shall be certified by the signature of an officer of the foundation. A copy of the certified copy shall be given to the area superintendent, who in turn shall send a copy to the Parks Chief for the central matching grants files.

INFORMATION REQUIRED IN A GRANT PROPOSAL

1. Cover letter should be on the Foundation letterhead addressed to the Park Superintendent.
2. Letter for recommendation for the project authored by the Park Superintendent.
3. The grant proposal should be brief, concise, to the point, written in plain English and easy to read.
4. The grant proposals should clearly detail the reason for the proposal, the project to be completed, what will be accomplished by the project, how the project will be completed, the total cost of the project, the amount of the matching grant requested, the project budget, estimated completion date, president and treasurer's names.
5. Summary that clearly and concisely summarizes the request:
 - a. Introduction describes the foundation's qualification or credibility.

- b. Problem Statement or Needs Assessment documents the needs to be met or problems to be solved by the proposed funding.
- c. Objectives establish the benefits of the funding in measurable terms.
- d. Methods describe the activities to be employed to achieve the desired results.
- e. Evaluation presents a plan to determine the degrees to which objectives are met and methods are followed.
- f. Future or other necessary funding describes a plan for continuation beyond the grant period and/or the availability of other resources necessary to implement the grant.
- g. Budget clearly delineates costs to be met by the funding source and those to be provided by the foundation or other parties and an estimated completion date.
- h. Submit the matching grant proposal to Parks Chief, 324 4th Avenue, South Charleston, WV 25303.

PROPOSAL EVALUATION FORM

The merits of grant proposals from Foundations will be made by the District Administrator so assigned by the Parks Chief and a recommendation made to the Parks Chief.

Each grant application should contain and will be evaluated on its summary, introduction, problem statement/needs assessment, program objects, method of accomplishing the objectives, evaluation plan to determine if the objects are being met, how the project will be funded to assure operation and maintenance in the future, project budget and an expected completion date of the project. Most importantly, the application must describe the project in keeping with the overall goals and mission of Parks. The responsible district administrator will make a recommendation based upon this information.

brad.r.reed@wv.gov

Attachment 5 Insurance for Local Foundations

This paper discusses insurance options for foundations supporting West Virginia state parks.

Disclaimer: The author is not an insurance expert. This paper is based on conversations with various people with insurance knowledge and some Internet research. It is intended only to provide a general overview of insurance that local foundations supporting West Virginia state parks may need or want. Individual foundation needs will vary greatly and a professional insurance agent should be contacted to discuss individual foundation needs.

Insurance Requirement for Local Foundations

Brad Reed, the Chief of the Park System, says there are no general insurance requirements for local foundations. However, in some cases special events in which money is changing hands from customers to a private business entity or certain charities require special insurance. Fortunately, such a requirement on events sponsored by local foundations is often waived. See more information in the “Single Event Insurance” section below.

Types of Insurance

There are many types of insurance that may or may not be appropriate for a foundation to consider purchasing. Some of these are described below.

- **General Liability Insurance:** A general liability policy insures your nonprofit organization against classic slip-and-fall scenarios. (It's sometimes also called a “commercial general liability” or “CGL” policy.) Your foundation will be covered for damages that it's ordered to pay to someone (such as a visitor, customer, supplier, or associate) who is injured on the organization's property.
- **Directors and Officers Insurance:** Your nonprofit's board of directors and officers (many of whom are volunteers) could be personally named in a lawsuit against your nonprofit alleging fraud or financial

mismanagement. For example, if a board member invests the nonprofit's assets unwisely and loses everything, a creditor might sue the nonprofit as well as its directors and officers. In such a case, you'd want directors and officers (D&O) insurance to cover the cost of defending the directors and officers and pay any resulting money damages. As with any insurance coverage, it's important to understand what kind of claims are and are not covered by a D&O policy.

- **Officer Bond:** This is a bond that protects the foundation from fraudulent or illegal activity by a specific office, typically the Treasurer.
- **Property Insurance:** If your foundation owns or leases any significant physical property (such as a gift shop, museum, boat launch, etc.) you may want to insure it against fire, theft, or other damage.
- **Automotive Insurance:** If your volunteers use any vehicles (including their own) for your foundation's activities you should have auto liability insurance because many personal auto insurance policies do not include coverage for commercial use of a personal vehicle. (Commercial use does not include driving to or from volunteer activities, only use while accomplishing those activities).
- **Product Liability:** If your foundation sells products to the public -- for example, you raise funds by selling baked goods, or your artist-clients create and sell sculptures out of recycled products -- consider buying product liability insurance. It will protect your organization from lawsuits by customers claiming they were hurt by an unsafe or defective product you provided. For example, if a customer breaks a tooth on a walnut shell baked into your cookie or slices a hand on a sharp-edged sculpture, this insurance will cover the legal defense and a sizable portion of the damages.
- **Volunteer Accident Insurance:** This covers any injuries to volunteers working on foundation projects since they are not covered by workers comp insurance. The coverage is

typically an “excess” policy, meaning it only kicks in after the injured person’s own medical coverage is used. The cost depends on the number of volunteers and the nature of their activities.

- **Insurance if you have paid employees:** If you have employees, you need to pay for Workers Comp (employee injury) and state and/or Federal unemployment insurance. These are not needed if you have only volunteers. If you have paid employees, you should get professional advice on payroll, insurance, and other employee issues. Employment issues can come back to bite you if they aren’t done correctly.
- **Single Event Insurance:** If your foundation is doing a special event in a park such as a 5K race, fishing derby, bake sale, etc. you may need special insurance just for that event. Check with your park’s Superintendent to see what, if anything is required. In many cases, your foundation can simply be added as an “additional insured” organization on the park’s current liability insurance policy, but this requires a change to the policy so don’t assume it is done automatically.

What to look at in an insurance policy

When you look at any form of insurance, there are three factors to consider:

1. **Coverage:** You need to carefully read the policy to see exactly what coverage is provided and what is excluded. Actually, you should first discuss the coverage and exclusions with your insurance agent then spend some time reading the policy to see if what he or she said matches the actual policy. However, while this is a wonderful goal, but actually reading and understanding a policy is a daunting task and this is probably not by accident.
2. **Cost:** Insurance isn’t cheap. Once you get a price for a policy, your governing board must make the decision whether it is worth the cost. No foundation can insure against all contingencies so you will have to make some tough decisions.

3. **Deductibles:** Almost all policies have some sort of deductible that your foundation must pay before the policy starts paying. These deductibles can be quite high for many business policies. Be certain that your foundation can afford the deductible when you consider purchasing any type of insurance.

WV Board of Risk and Insurance Management (BRIM)

During the insurance crisis in the 1980s many local governments and nonprofits in west Virginia were unable to obtain liability insurance at an acceptable cost. The legislature created the Board of Risk and Insurance Management to serve as a “last resort” source of insurance for the state’s local governments, state agencies, and many nonprofits. I don’t know whether all West Virginia nonprofits are eligible to purchase insurance through BRIM, but local foundations definably are. The foundation must be a West Virginia corporation and approved as a 501(c)(3) organization by the IRS.

BRIM does not sell insurance directly. They use a pool of regular insurance agents located throughout the state to handle the sale and servicing of their policies. This is similar to the way most large insurance companies sell their policies. However, not all agents in the state handle BRIM policies.

BRIM only has general liability and property insurance, but their policies are very broad and include some other types of insurance if you pay an extra premium. Rates are based on the coverage options selected and an analysis of the nature of your operations and the loss prevention policies and procedures you have in place. You must fill out an annual questionnaire to document your loss control policies and activities.

Shopping for Insurance

If your foundation is considering purchasing any type of insurance, I suggest contacting a local insurance agent that some of your board members have dealt with. Explain what types of insurance you are considering and get details and pricing for multiple companies. If the agent doesn’t offer

BRIM policies I strongly suggest checking with an agent who does. There are two listed below. I tried to find a list of BRIM agents, but was unsuccessful.

Agents Offering BRIM Policies

I contacted two insurance agents that handle BRIM policies. Both have multiple offices throughout the state and both said they would be happy to discuss any foundation's insurance needs. Here is their contact information:

Wes Brown
Legacy Insurance and Financial Services, Inc.
www.legacywv.com
bwes@legacywv.com
304-799-4530
Offices in seven West Virginia locations

John R. Marshall, Jr.
Jim Lively Insurance
Blue Ridge Risk Partners
Office: 304-768-1234
Cell: 304-419-0593
JR.Marshall@blueridgeriskpartners.com
Offices in 13 West Virginia Locations

Disclaimer (again): This paper is based on conversations with various people with insurance knowledge and some Internet research. It is intended only to provide a general overview of insurance that local foundations supporting West Virginia state parks may need or want. Please seek professional advice for your foundation's insurance needs.

This paper was prepared by Bob Hoke for the West Virginia State Parks Foundation Annual Meeting on April 25, 2022.

2021 Reports Submitted by Local Foundations

Blennerhassett Historical Foundation, Inc.

The COVID Pandemic continued to present multiple challenges to all of our Organizations over the past year. Even with these obstacles, the Blennerhassett Historical Foundation, Inc. was able to move ahead with several programs that were aimed at laying the ground work to improve the overall Historical Experience for all the future guests at Blennerhassett Island State Park and the Blennerhassett Museum of Regional History.

It must always be recognized that the contributions of the Blennerhassett Historical Foundation, Inc. would not be possible without the continued support of the West Virginia State Parks. Specifically instrumental in our continued contributions are Brad Reed (Chief of State Parks), Craig Pyles (Blennerhassett State Park Superintendent), and Brent Baker (Blennerhassett State Park Assistant Superintendent).

Blennerhassett Documentary Film. Motion Masters, a Charleston based company, produced an hour long documentary of Harman and Margaret Blennerhassett, along with their relationship with former Vice President Aaron Burr which ultimately lead to Harman being accused of treason. There were many financial sponsors of the documentary but the Blennerhassett Historical Foundation, Inc. was the single largest contributor. The documentary first aired on PBS on August 30, 2021.

Mansion by Candlelight. The Blennerhassett Foundation took over the lead for coordinating this fun filled evening in 2021. The evening consists of all natural lighting via candlelight, not only in the Mansion, but throughout the entire island. The events consist of a sternwheeler ride to the island, dinner served on the island, period consistent music, horse pulled wagon rides, and a whole host of volunteers dressed in costumes representing the Blennerhassett's, servants, dancers, etc. The event takes place on both a Friday and Saturday evening in October and a total of 1,210 tickets were sold this year.

Comprehensive Inventory of Assets. The Foundation has also undertaken the project to perform a comprehensive inventory of all the historical assets on display in the Blennerhassett Mansion, as well as the Blennerhassett Museum of Regional History. In addition, the inventory will include all additional artifacts which are stored at the Museum but are not currently on display. This process will allow us to have a detailed inventory of each item, along with any corresponding information that is pertinent to that item. This will provide the ability to develop a plan to continually refresh our historical displays to enhance the historical experience of our guests. Over 11,000 items have been catalogued to date and we expect the inventory process to be completed sometime in 2022.

Cacapon State Park Foundation

A NICA Mountain Bike Trail was completed in 2021. It is a 3 mile trail built for mountain bike beginners and high school team competition. Mark Hoyle who is a member of the Cacapon Foundation initiated the mountain bike trail building at Cacapon. He is from Winchester Virginia. He and his mountain bike enthusiast volunteers have provided hundreds of hours of volunteer work on this and other trails at Cacapon. Mark is an outstanding individual. From the start Mark worked closely with the Superintendents at Cacapon and with other higher levels of Management in the WV Park System. At our last previous Foundation meeting, Mark introduced the working groups on a new trail being built from the top of Cacapon sometimes in rock ledges. The mountain bike trails are hand built with some assistance from small machines. The organizations working on this trail are International Mountain Bike Association (IMBA) and the Appalachian Conservation Corp (ACC). These include a great group of young people. The first NICA Mountain bike Race was held on September 25, 2021 at Cacapon. There were numerous

high school teams from across WV and other states that competed. Scott Fortney, Cacapon Superintendent was recently notified that Cacapon won a 3.5 million grant to help complete the rest of the planned Mountain Bike Trails at Cacapon.

In 2021 the Foundation built the first Dog Park in the WV State Park system. The dog park which we named the Bark Park was opened for use on Oct. 30, 2021.

Other Projects in process:

- Memorial Park Bench Project Selling 50 Benches at \$1500.00 each. The repair of old benches and donated benches.
- 237 Trees to be planted at Cacapon on April 30, 2022. Partnering with Eastern Panhandle Conservation District (EPCD) and Sleepy Creek Watershed Association(grant through EPCD \$8979.00).

- A committee has been established to develop a plan for securely housing mountain bikes for customers staying at the Lodges at Cacapon and a place for

washing off the bikes prior to placing them in the secured housing.

Camp Creek State Park & Forest Foundation

1. Volunteer hours for 2021 were 1,027 hours spent on events, trail maintenance, orchard work, park maintenance, etc.
2. Major improvements in the bath house included tiling all showers, new fixtures, new shower curtains and hand dryers.
3. Purchased new electrical boxes for campground.

Upcoming events schedules:

April 30: Jeepin' at the Creek Event, sponsored by Country Roads Jeep Club, US Army, Ramey Motors and Ramp Dinners available by the Foundation

July 22: Birds of Prey concession sales,

Mid-August Peak of the Bloom there are annual wildflowers in their peak bloom. There are fields of these flowers tucked in a remote area of the beautiful Camp Creek State Park & Forest; it's one of the best kept secrets of our area, and a true moment in time to behold. We will celebrate Peak of the Bloom, honoring the art of nature. The event is a partnership between Camp Creek State Park and the Camp Creek Foundation

September 17: Fall Festival.

Canaan Valley Resort State Park Foundation

Sunrise Scramble March 2022

One of the featured activities for the Canaan Valley Resort State Park is the Annual Sunrise Scramble. The event is organized by the Canaan Valley Resort State Park Foundation and was originally undertaken as a fund-raising event to assist in promoting uphill and back country skiing at the Canaan Valley Resort State Park.

The Sunrise Scramble has grown into being one of the premier events in the area. The event helps to define skiing activities in the Canaan Valley Resort State Park. The Sunrise Scramble has grown into an event that has rivaled the Governor's Cup with respect to participation.

Natural Areas Designations

In 2021 the two areas within the Canaan Valley Resort State Park were designated as Natural Areas. The two areas consisted of the Potomac Highlands land adjacent to Bald Knob and the Canaan Valley State Park Wetlands (see below).

Although we are proud of the designation, we would like to know specifically what a designation of Natural Area entails. In addition, the members of the Canaan Valley State Park Foundation would like to participate in the documentation of these Natural Areas. The Foundation members would like to participate in defining any park rules or regulations that would apply to the designated Natural Areas.



2022 Legislative Session Related to State Park System

In this year's legislative session, the legislature considered **HB 4408** is also widely known as the Park System Privatization bill. The bill passed with amendments. The Canaan Valley Resort State Park Foundation would like to comment on future legislative

activity that regards the West Virginia State Parks. We would like suggestions as to what the Canaan Valley Resort State Park can do. We would also like to comment on future legislative activities that affect the West Virginia State Parks.

Red Creek Valley Overlook

The viewshed over the Red Creek valley was originally designed and funded by the Mountaineer Hang Gliding Association and the Foundation for Free Flight as a location for recreational activities. The site was established to be a paragliding site located behind the Canaan Valley State Park Ski Hill. Over time, the site has become one of the most popular view sheds within the region.

With funding provided by the Foundation for Free Flight, an additional spectator viewing area has been established. As part of the viewing area, the Foundation for Free Flight funded the installation of an interpretive sign (see below). We are sure that the viewing area and

signage will serve to increase both interest and visitation to the Canaan Valley Resort State Park.

Ongoing activities at the Canaan Valley Resort State Park.

Bicycle Trails, Picnic Tables, and Bicycle Wash Stations

This year, the Canaan Valley Resort State Park Foundation will be working on the installation of bicycle trails, bicycle wash stations, and picnic tables in various locations around the Canaan Valley Resort State Park.

Bicycle riding and trail hiking are major attractions in the state park and throughout the local community. The Canaan Valley Resort State Park contributes to these attractions by providing trails, facilities, and bicycles for rent. This year, the Canaan Valley Resort State Park Foundation plans further contribute to these activities by providing trail maintenance, establishing picnic areas, and providing bicycle maintenance stations within the park.

Cedar Creek State Park Foundation

The Cedar Creek State Park Foundation (CCSPF) continued to help improve the Park during 2021 by providing materials and volunteer labor for various projects throughout the park.

The Park has three fishing ponds with one of those ponds containing islands that were overgrown with weeds and brush which did not present the image the Superintendent and staff were striving to maintain. The staff cleared the islands of all vegetation and the Foundation provided native West Virginia species of trees, shrubs, and flowers that were all recommended by the Glenville State College Botanist. The Foundation provided thirty-six hours of volunteer labor for this project. This created a much more appealing appearance to the ponds, which are one of the first areas seen by people as they enter the Park.

Through volunteer labor in conjunction with the park staff, improvements were made to the swimming pool. Volunteers installed a new water slide and helped the staff with concrete repairs. In total over forty hours of volunteer labor was committed to these projects.

The Foundation also provided six new wooden benches for the park. The Foundation worked with the Calhoun-Gilmer Career Center to build the benches. This project benefitted both the Park and the local community by providing a training opportunity for the students and much needed resource for the park.

Foundation members also provided two hundred and twenty-five hours of volunteer labor helping the Park

staff with construction and placement of six kiosks for the proposed power upgrade throughout the camping areas. We also helped replace campsite posts, clear hiking/walking trails, and performed minor maintenance on facilities and numerous other small projects.

The members of our foundation sponsored several events during the year 2021 that were both fundraisers for the Foundation but also provided community activities that people could attend. We hosted a community Easter Egg Hunt, a Fourth of July Celebration, a Fall Festival with local vendors and craftsmen, and a Trunk or Treat Halloween event. We also hosted our second annual Christmas Lighting event that has doubled in size from last year. All of these events were supported by the local community, and we received a great amount of funds this year through community donations that were collected at these events. These events seemed to be very productive and we look forward to them getting bigger and better each year.

Cedar Creek State Park Foundation members have been very involved in working with the park and are looking forward to another successful year of bigger projects and events at the park.

Forks of Coal State Natural Area Foundation

During 2021 the following actions were taken by the Forks of Coal State natural Area Foundation:

- The Foundation has been spending the nearly \$960,000 AML Pilot Fund grant that was awarded to us in June of 2020.
 - Split Rock Studios was awarded the contract for the fabrication and installation of the exhibits for the Claudia L. Workman Wildlife Education Center. The majority of exhibits were installed in August, with a few ongoing updates continuing.
 - Classroom and office furniture were purchased and installed.
 - The aquarium was filled and stocked with fish with continued monitoring for water quality and fish health.
 - Elk, bear, and beaver mounts were delivered and installed.
- Over 200 commemorative bricks were ordered and installed at the Center.
- Bear proof trash can installed at lower parking lot through Stream Partners Grant.
- Roof Rock sign designed and produced with Stream Partners Grant.
- Dog waste stations installed at both parking lots through generous user donations.
- Received grant from WV American Water for aquarium maintenance.
- Received water bottle filling station from WV American Water.
- Conducted Annual Meeting by Webinar on June 7, 2021
- Trails Improvements:
 - Trail blazes placed on green and blue trails
 - Autumn olive removed on parking lot hillside.
 - Pollinator field mowed and seeded.
 - Flood debris removed.
 - Downed trees removed.
 - Several trails rerouted.
 - Trail name signs installed
 - Roof Rock sign designed.
- The Foundation received the deed to additional property owned by Jack Workman across the road from the Forks of Coal SNA.
- The Foundation plans to design and install a Stream Partners grant-funded interpretive sign at the vernal pond with information about the native amphibians and their habitat
- Plans are under way to co-sponsor with WV DNR a major event at the center on June 4.

Greenbrier River Trail Foundation, Inc.

GRTF was created in 2020 and chartered June 16, 2020 following the requirements of the State Parks Foundation, State of WV (DNR Parks and Recreation) and Federal government (IRS). The GRTF Board's first meeting was in October 2020. At that meeting the Trail was formally adopted in accordance with DNR Parks and Recreation direction.

By October 31 we applied for National Recreation Trail Designation for the Trail. Award of NRT designation by American Trails was announced in June 2021. GRTF purchased upgraded NRT signage for the Trail which Sam Parker installed at 10 locations.

To assist with establishment of GRTF, the Greenbrier River Trail Association (GRTA) purchased Little Green Light (LGL), donor management software; we are using LGL to foster fundraising. The initial letter for GRTF donor membership was emailed February 20, 2021. To date we have raised approximately \$5,000 from the GRTF membership drive and donations. Our hope is to grow this database (and donor support) by keeping

interested individuals informed about the Trail and much needed maintenance projects. To support this effort for the first time Spring and Fall newsletters were sent to more than 1,000 individuals using the new database in Little Green Light which we also integrated with PayPal and MailChimp to facilitate collection of funds and efficient mail distribution.

GRTF Board members also developed a proposal allowing Trail users to immediately donate to GRTF using QR codes. We are in hopes that this can be instituted with the interpretative signage project underway via a 2020 USDA/ Forest Service/ Monongahela National Forest Informational Signage Project grant of \$40,000 to GRTA.

In May two Board members attended our first State Parks Foundation meeting. Despite COVID masking, we managed to meet with individuals from other State Parks, Trails and Forests, WV State Park officials and former officials still tirelessly working to making WV State Park system better. It was a terrific networking

opportunity. Similarly in November, two Board members attended the virtual WV Trails conference, valuable for the information shared and resources identified.

We anticipate moving most if not all grant applications to GRTF in the future as demonstrated by our application of two grants in 2021. Application was made to the WV Department of Highways Recreational Trails Funds Program grant to further develop parking at the Caldwell Trailhead for \$150,000 (requiring a \$30,000 GRTF grant). In February 2022 we were notified of grant approval. Of more immediate success was application for a \$25,000 grant from the James F. B. Peyton Foundation to support landscaping requirements in the new Caldwell Trailhead Parking Lot in process. Award was made in October. According to the plan, we executed Phase I (Screening of the Property Border: \$12,808) in November and December.

Meanwhile, GRTA has several grants in process. Recent work accomplished in support of the Trail by GRTA includes:

- Three Recreational Trails Program (Federal grants administered by WV Division of Highways)
 - Resurfacing 60 of the 78 miles of Trail (\$120,000 + \$30,000 match by GRTA) Completed in the Spring of 2021.
 - Development of 5.5 acre parcel at Caldwell for new Trailhead parking and picnicking (GRTA transferred ownership to DNR State Parks) Purchase complete (\$112,500 + \$5,625 match);

Development (\$121,540 + \$15,924 match) in Process matching funds have been paid

- Additional toilets and shelters (this work was completed w/o the grant; funds approved for re-purpose of this grant for Caldwell Trailhead) (\$42,500 + \$10,600 match) Matching funds were paid by GRTA to WV DOH in 2021.
- US Forest Service: Secure Rural Schools (SRS) Title II grant, for Informational Signage (\$40,000) In Process. Considerable work was accomplished by Board members and volunteers in support of this effort. 15 signs will be submitted to the State Park Superintendent within weeks of this report.
- Annual: Great Greenbrier River Race (April) and Greenbrier River Trail Marathon (October)
- Instituted Better Governance measures for GRTA and GRTF including Accounting Policies and

2022 Plans

In support of the State Park Superintendent's identified priority, the GRTF Board is determined to raise a target of \$120,000 of match funds for a WV Department of Highways Recreational Trails Funds Program grant in the amount of \$760,000 to re-deck bridges. The goal is to apply to DOH in 2022. Additionally, GRTF has received State Park Superintendent approval to request from DOH civil engineering student(s) to conduct a Trail risk assessment and plan for risk mitigation in the 2022 summer. A report of this nature will support requests for future Foundation and RTP grants.

Holly River State Park Foundation, Inc.

Holly River State Park Foundation, Inc. was slow this year because of Covid. We had to cancel last two-year's Festivals. We plan on September 3, and September 4, 2022 as our Festival date this year.

A few things we did this year were purchase a second Mule UTV, sawed lots of lumber, made Patrol Cabin repairs, and purchased renovation materials for the Park's Klee house (and old farm house). There have

been three benches purchased by folks in memory of Friends and Family. These benches are placed around in several locations. Several names have been added to our Friends of Holly River, and our Memory Plaques, from Donations. We have a sewing group, we make Quilts to sell, wall hangings, baby quilts, etc. The quilts sell great.

We look forward to a better year this year.

Mountain State Railroad & Logging Historical Association (Cass Railroad)

MSR&LHA provided support to the Cass Scenic Railroad State Park in a number of ways during 2021:

- Assisted with the administration of the Park's annual Cass Stump Run 5K race.
- Purchased several pieces of furniture to use in the Cass house that is being converted into a typical worker's house furnished as it was in the 1920s.

- Purchased a new TV for the Cass Historic Museum. It will be showing a video about the Park on a continuous loop.
- Designed and acquired several historical interpretative displays that will highlight the history of the town.
- Purchased holiday lights to be installed on the Cass houses during the holiday season.

- The Association’s “Friends of Cass Committee” hosted Cass Days for former Cass residents and their families, and several Halloween events that were attended by both Park visitors and local residents.
- Purchased gravel and parking blocks to help complete the new northern terminus of the Greenbrier River Trail in the main visitor area of the Park. (It was previously located about a mile south of town and was inconvenient to reach).

North Bend State Park Foundation, Inc.

While the North Bend State Park Foundation, Inc. continues to plan for much needed funding, support, and labor for projects at North Bend State Park, located in Ritchie County, West Virginia, we can summarize our actual achievements from our last report at the 2021 State Foundation meeting until now as somewhere between diddly and squat.

During 2021 we did not complete, advance, nor start any projects. We did complete a fundraising activity which netted the Foundation \$1,500.00. We also have added three new voting members. We have several projects in the early planning stages, one of which is a disc golf course.

Past Foundation Projects:

- Construction of a sidewalk to the most popular picnic and activity shelter.
- Planting of about one hundred trees at Cokeley Campground.
- Installation of solar lighting at Cokeley boat launch.

- Purchasing materials for wooden outdoor furniture for the pool.
- New signs for all the trails within the park.
- Purchased playground equipment at multiple locations
- Repair and extension of the Extra Mile Trail, including a wooden deck.
- Purchased software for activity booking.
- Constructed two wooden multiuse bridges on trails
- 2018 - Assist with construction of first two miles of “Old Farm Trail”
- 2019 – Foundation, using matching funds, was responsible for the completion of the final mile of the “Old Farm Trail”,
- 2020 Using matching funds – turnkey construction of an ADA compliant ramp and walkway, with railings.

Prickett’s Fort Memorial Foundation

The Pricketts Fort Memorial Foundation is set to open its concession area hopefully by Memorial Day. The Foundation is at this time interviewing staffing for this

new venture. The concession area will include indoor dining, bike rentals, and hopefully kayak rentals by the middle of summer.

Stonewall State Park Foundation

Stonewall State Park Foundation continues to facilitate fundraising and support for improvements projects at Stonewall Resort, located in Roanoke, West Virginia. In the past year, we have taken many steps over the past year to improve Stonewall Resort, including the following:

- Funding new trail signage throughout the Park.
- Adding river rock, aggregate, and trash cans to various trails.
- Installing new entrance signage to enhance overall look and feel for visitors entering the park.
- Improving security through the expanded use of cameras throughout the park and resort, providing upgrades to safety infrastructure.

- Sponsoring the Beyond the Fairways golf tournament with First Tee of West Virginia, encouraging individuals and groups to participate as a method of exposure and fundraising.
- Mostly finishing infrastructure renovations of the historic Fox Cabin on property.
- Adding additional miles to the park’s trail system.
- Continued to hold the Roanoke Shoe Drive, in which we provide a new pair of shoes for every child at Roanoke Elementary School.

The Foundation is also looking to aid the Resort in completing various expansion projects to enhance the property. By working with the WVDNR, Stonewall has been able to apply for various large grants to create new recreational and tourism opportunities for the community.

Tomlinson Run State Park Foundation

The Tomlinson Run State Park Foundation didn't do very many events because of covid. The events they did have were the pre-1840 rendezvous/civil war encampment, an antique car show, and they sold food at the Hancock Co. Old Time Fair. They also did their weekend breakfast fundraiser during the summer, and a

monthly soup sale fundraiser during the winter months. The major purchases over the past year were a tractor-trailer load of mulch for one of our playgrounds and a small trailer to hold deep fryers when they cook french fries at the old time fair.

Tygart Lake State Park Foundation

We resumed our monthly meetings in 2021, as Covid restrictions relaxed. We returned, along with Park visitors to many upgrades in place. Improvements were made to our cabins, our Lodge, our camping areas, our marina parking lot, as well as a much needed waste water treatment plant opening the season. Our first event, in April, was an important one as we held our Spring Employee Appreciation Lunch for our hardworking Tygart Lake State Park Staff. Volunteers grilled and served staff a BBQ style lunch at the Park Office Pavilion. In May the Foundation joined local and state Park staff and the community in welcoming Adventure Lake Water Park to Tygart for the summer season.

Our local Foundation once again represented the Tygart Lake State Park in the Official 154th Annual WV Memorial Day Parade the last Monday in May. In conjunction WV Free Fishing Days we were able to return our Youth Fishing Derby to the shore of the Tygart on June 12 from 9am to noon.

In September we held our Fall Park Staff Appreciation Luncheon at the Lodge. Fall also saw the return of our Appalachian Fall Fest with a vendor/craft show. Foundation volunteers and Park Staff worked tirelessly making homemade apple butter, giving free hayrides and selling chances on a donated items and a handmade quilt donated by one of our members.

In October we adjusted our annual Haunted Trail event to bring back this popular Halloween fundraising activity. We held our Spook-Tacular Drive-Thru on Oct 22 & 23 from 6-9 pm both evenings.

On December the 12th, in conjunction with The Lodge Restaurant, we held our beloved Breakfast with Santa. The children were able to make a craft and were treated to cookies and hot chocolate as they waited to have photos taken with the Jolly Ole Elf. One of our volunteers donated Children's books as well for this event.

In May of 2021 the Foundation also received a sizeable donation in honor of one our a members retirement as well as a donation in appreciation of Dan's Marina and Staff. We hope to earmark these for a matching funds grant in the future.

2022

The TLSPF started off 2022 activities with the return of our long standing Easter Egg Hunt on Sunday April 10th. Despite the cool temps a great time was had by all including our special guest the Easter Bunny who made time to pose for photos with many in attendance. We continue to meet monthly as we plan for upcoming events. Our Spring Park Appreciation Luncheon will be held next Thursday, April 28th. Once again, we will have our entry in the WV Memorial Day Parade. We are making plans for the Youth Fishing Derby to be held June 11th. We also look forward to the return of Music in the Park Concert Series with funding from generous local Park patrons. Many hands make light work to make our beautiful Tygart Lake State Park continues to shine.

Valley Falls State Park Foundation

2021 Income:

- Gift Shop sales \$37,940
- Chair Rentals for weddings \$2,190

2021 Projects:

- New lighting installed in Gift Shop

- Plaques purchased for Foundation donated mule and gift shop building
- Master Gardener plus Foundation volunteers continue improving flower beds
- Two volunteers attended vendor show at Appalachian Glass in Weston
- Hughes Net service purchased for reliable wi-fi service

- Playground refurbished with new base material and mulch

2021 Volunteer Hours:

- Gift shop was opened weekends plus Fridays and holidays May through October
- Approximately 950 volunteer hours

Public Relations:

- Continued updating of Facebook page

Park Events:

- Endurance Marathon, Enduro mountain bike race, car show, saw whet owl banding and kayak event with 73 kayakers representing seven states
- With COVID restrictions easing many more weddings and group events were held in our Park

Watoga State Park Foundation, Inc.

Foundation members are happy to get back to regular meetings, renewing old projects and starting new ones. Our group communicates on a regular basis with the superintendent and park employees to identify and help meet the needs of the park. We are fortunate to have a community that is ready to help support our goals.

Dark Sky Park

Through the work from Watoga Foundation members, community support, funding from grants and lots of volunteer hours, Watoga is now an International Dark Sky Park. <https://www.darksky.org/our-work/conservation/idsp/parks/watoga-state-park-us/> Droop Mountain Battlefield State Park and Cal Price State Forest are included in the designation from the International Dark Sky Association. There is still more work to be done; education events, dark sky readings, and annual reports are required to keep us in good standing. We have protected over 19,000 acres of nocturnal animal habitat, including synchronous fireflies, and preserved the beautiful night sky for future generations. We are planning to partner with Green Bank Observatory to offer dark sky events.

Workman Cabin Restoration

The historic Workman Cabin, established in 1887, will soon be ready for overnight stays. Patrons will hike a little more than 2 miles to reach the cabin and experience a “pioneer type” vacation. Sitting on the front porch and viewing a fantastic night sky will be worth the trip. Foundation members volunteered hours and managed the restoration with community help. A fencing company with ties to the Workman family donated and installed a beautiful fence to surround the family cemetery located nearby.

Watoga Trail Race

The Watoga Mountain Challenge is an annual fundraiser for the Foundation, more than 40 volunteers help make it a success. This will be our 7th year for the half marathon that leads runners over the hills and paths of the park. This year the race will be held on August 13, 2022.

Park Benches

The Foundation has installed 78 memorial benches throughout the park. The benches welcome visitors to sit and enjoy nature and they offer a rest for weary hikers. We are now selling rocking chairs to be placed on cabin porches.

Park Activities

The Foundation extends continuing support to events planned by the Activities Coordinator. We supplement the budget and offer countless volunteer hours.

Interpretive Signs

A beautiful interpretive sign designed by Lens Creek Studios and sponsored by the Foundation, has been installed at the Anne Bailey Parking Overlook. Plans are being made for more signs to be installed. As a component of the International Dark Sky Association application, the Snowshoe Foundation has funded an interpretive sign to educate visitors about the benefits of preserving the darkness of the park. When this sign is installed, the Foundation will sponsor a Dark Sky Park celebration.

Art in the Park

Art in the Park, an annual 2-day arts and crafts event, will take place this year on Labor Day

Weekend September 3 & 4, 2022. This event is community sponsored and held at Watoga State Park. The Foundation has been involved each year, assisting with parking, set up, and various activities.

Trail Maintenance

Volunteers spend numerous hours clearing and maintaining trails. Trail maintenance is never completed, but we have 16 miles of trail in top condition for hiking and runners each year, and we work to play catch up on the others.

Social Media

- Watoga Foundation Website:
<https://www.watogafoundation.org/>

- WSP Foundation:
<https://www.facebook.com/WatogaSPF>
- Dark Sky:
<https://www.facebook.com/WatogaDarkSky>
- Watoga Trail Challenge:
<https://www.facebook.com/WatogaTrailRaces>
- Watoga Hiking Trails:
<https://www.facebook.com/HikeWatoga>
- Bike Watoga:
<https://www.facebook.com/BikeWatoga>