



HIGHLANDS
BIOLOGICAL FOUNDATION

Annual Meeting-June 24th 2017

The Annual Meeting of the membership of the Highlands Biological Foundation, Inc., will be held on Saturday, June 24th 2017 at 3:00 PM in the Seminar Room of the Coker Laboratory, 265 North 6th Street. All members are encouraged to attend and participate. To review the minutes from the last general membership meeting, please visit www.highlandsbiological.org/foundation

The order of business will be:

1. Call to order and welcome
1. Minutes of the meeting of June 25, 2016
 1. Reports
 - i) Finance (Dick Allison)
 - ii) President (Julia Grumbles)
 - iii) Director (Sonya Carpenter)
 2. Election of Trustees (Jennie Stowers)
Slate of Trustees:
Monte Gaillard
Jim Milby
Amy Patterson
Bill Reeves
Sarah Morgan Wingfield
 3. New/ old Business
 4. Adjournment

Committee Reports for the Highlands Biological Foundation Summer Meeting

A. Finance Report: Dick Allison, Treasurer

Budget Report for Fiscal Year Ending May, 31, 2017

REVENUES	Budget	Actual	% to budget
Annual Fund Contributions	\$160,000	\$95,797	60%
Contributions for NCI		\$684,550	100%
Membership Dues	\$70,000	\$55,436	79%
Grants	\$17,000	\$5,400	32%
Wildflower Whimsy	\$8,500	\$11,283	133%
Highlands on the Half Shell	\$10,000	\$14,400	144%
Foundation programs	\$2,000	\$2,257	113%
Botanical Garden Book	\$600	\$927	155%
Nature Center Sales and Program Fees	\$23,000	\$21,716	94%
Total Revenues	\$291,100	\$818,661	281%
		\$207,215	71%
Annual Recurring Expenses			
Direct Station Support			
Scholarships & Grants in Aid	\$20,100	\$19,341	96%
Grants to summer course instructors for expenses	\$3,000	\$3,000	100%
Financial Aid for summer students	\$3,000	\$3,000	100%
Travel & Conference Registration	\$1,200	\$692	58%
Repairs, Maintenance and Rental Equipment	\$600	\$2,116	353%
Salary for Horticulturalist	\$20,275	\$17,669	87%
Operations			
Bank and Investment Fees	\$85	\$2,471	2907%
Dues & Subscriptions	\$6,500	\$3,493	54%
Food and fundraising	\$6,500	\$2,919	45%
Advertising	\$3,000	\$2,801	93%
Professional Fees	\$6,650	\$5,925	89%
Insurance	\$2,250	\$3,551	158%
Office Supplies, Postage & Printing	\$6,400	\$7,511	117%
Director's Salary and Withholding	\$52,748	\$52,728	100%
Salary for NC Educator and Withholding	\$41,277	\$30,798	75%

BG Interns Salary	\$10,000	\$9,366	94%
Assistant Salary	\$32,000	\$19,969	62%
Program Expenses			
Wildflower Whimsy	\$4,000	\$4,484	112%
Highlands on the Half Shell	\$5,000	\$5,877	118%
Foundation program expenses	\$600	\$1,165	194%
Botanical Garden annual maintenance	\$14,104	\$5,783	41%
Nature Center Expenses	\$7,000	\$8,196	117%
Volunteer Program	\$500	\$382	76%
Sub-total for expenses	\$246,789	\$213,238	86%
Non recurring Expenses			
Give for gear	\$400		0%
Sato house	\$450	\$819	182%
Revenue shortfall for HBS FY 2016		\$6,755	
Subtotal for non-recurring	\$850	\$7,658	\$9
Special Projects			
North Campus Improvements	\$1,200,000	\$131,848	11%
Improvements to Nature Center Exhibits	\$15,000	\$7,937	53%
Botanical Garden Projects	\$18,250	\$2,172	12%
Subtotal for Special Projects	\$1,233,250	\$141,958	12%
	\$1,480,889	\$362,854	25%

B. Education and Outreach: Jennie Stowers, Chair

Education and Outreach Committee Summer 2017 Report

COMMITTEE MEMBERS: Jennie Stowers, Vevie Dimmitt, Ruth Edwards, Marianne Jenkins, Karen Patterson, Sue Sheehan, Sarah Morgan Wingfield. Ruthie Oliver, Sonya Carpenter, Eliese Ronke

This committee works throughout the year to provide support and assistance to the staff of the Biological Station and to support the mission of HBF: to promote research and education focused on the rich natural heritage of the Southern Appalachian Mountains. In the fall, the committee and staff, established priorities for improving education and outreach at HBS. These priorities included visits to other centers and field stations, which included the Greenville's

Children Museum, the North Carolina Botanical Garden, and several nature centers in Florida. We continue to gather and share newsletters from various groups, which have provided us with new programming and marketing ideas. We also discussed and implemented ways to become more visible in the community and reach our various target groups. Diverse and ambitious programming for these groups has and will continue to increase under the previous leadership of Gail Limiec and current leadership of Eliese Ronke. These programs include Birds of the World, Artist in Nature, 2017 Photography Contest, Red, White, and Blue-tiful, Bioblitz, Mysteries of the Night Sky, a Solar Eclipse Open House with live streaming of the event, GO! Get Outside, Fall Leaf Tour, and Halloween Enchanted Forest. Another priority was to maximize the effectiveness of our current educational programming activities and events, which included opening the Nature Center on Sunday (closed now on Monday) and having First Saturdays, where the Nature Center was opened once a month during the off-season.

SUMMER PROGRAMMING AND THE NATURE CENTER:

Summer programming is well underway. Weekly events at the Botanical Garden and Nature Center are in full swing. Our Zahner lecture series continues with eleven diverse and well-chosen topics and each is already sponsored by one of our Trustees. The 2017 focus of the lectures will be "Endangered or Threatened Species", with eight lectures focused on this topic. Three Citizen Science projects are ongoing: Project Bumblebee, iNaturalist, and Watch the Wild. The three Botanical Garden and two Nature Center interns have been wonderful additions as summer staff. Interns are leading weekly hikes, workshops, and garden tours. Please refer to the new calendar to see the extensive programming selection offered this summer. Visitors to the Nature Center continue to increase and are at an all-time high. The 2016 income of the Nature Center was \$21,700, which includes program fees, donations, and gift shop proceeds. In efforts to increase this income, Eliese has expanded our already successful Nature Center Gift Shop and the donation box has been moved to a more conspicuous location.

SUMMER CAMPS and YOUTH PROGRAMMING:

Nature Camps are underway and are at capacity with waiting lists. The exception is the two camps in August, which still have a few slots open. This year Eliese Ronke, our Nature Center Educator, is conducting eleven new summer camps with a new camp every week. New and innovative weekly programs, as well as beloved established programs, have begun and will be ongoing through the summer.

NATURE CENTER ADVISORY COMMITTEE:

We are continuously working to improve, increase and update the exhibits in the Nature Center. Leslie Costa has redesigned space in the back room with a reorganization of the archaeological cases and Children's Corner. Currently a rock and mineral display, interactive geology display under the guidance of Jose Santamaria of the Tellus Museum and funded by Dick Goodsell, and a watershed exhibit funded by the Laurel Garden Club, are all scheduled for completion in late fall. Eliese Ronke, Sonya Carpenter, Mike McMahon, and Leslie Costa need to be recognized for their hard work and creative efforts.

SCHOOL OUTREACH:

Our school outreach programs have increased this year due to the dedicated time of Patrick Brannon. In 2016, Patrick and HBF served 6800 students through 200 programs to

schools, home school groups, and adult education groups. The number of students, programs, and contact hours all were record numbers. Much of the support for our school outreach program is derived from the Grassroots Science Museum Collaborative Grant.

RESEARCH SUPPORT:

HBF supports the research of the Station's Grant -In- Aid students. Currently there are ten students who have requested funding for their projects. HBF will contribute to this effort by funding the projects which focus research on the Southern Appalachians.

COMMUNITY OUTREACH EVENTS:

Wildflower Whimsy, which focused on wildfire ecology, was held in May and was a great success. In the future, this event will be held every other year. Possibilities for 2018 events include events focusing on fungi or local geology. Spring Fling, an event held for the Highlands Chamber of Commerce and chaired by Melissa Delany, brought many community members to our campus. Submissions for the 2017 Photography Contest were due on June 21. Winners for each category will be displayed weekly in the Nature Center, culminating with an Awards Ceremony on August 6. The annual Oyster Roast will be held on October 1. There are efforts this year to place our interns and Grant in Aid students "out " in the community to raise awareness of HBF.

Report submitted by Jennie Stowers, Chairman

C. Membership

Members	2013	2014	2015	2016	2017
Terrapin Mt	54	75	62	69	58
Bear Pen Mt	34	46	56	67	115
Scaly Mt	63	76	80	92	118
Sagee Mt	16	18	24	27	48
Satulah Mt	3	9	24	41	35
Whiteside Mt	2	4	21	27	69
Life	82	82	81	80	79
Institutional	15	16	18	13	18
Salamember	29	36	37	35	28
Total:	320	362	403	451	568

	2011	2012	2013	2014	2015	2016	2017
New members	41	111	86	115	133	176	278
Lapsed Members	27	69	58	56	92	110	145
Net loss/Gain	14	42	28	59	41	66	133

Membership Revenue	\$28,508.00	\$29,113.00	\$33,706.00	\$40,633.00	\$63,622.00	\$66,362.00	\$55,436.00
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D. Development: Julia Grumbles, Chair

Development Committee

Summer 2017 Report

In this fiscal year we have had successes and challenges. Our goal for the North Campus Campaign was met thanks to very generous donations from over 90 individual contributions. Special thanks to the following donors for their contributions: AL Williams Family Foundation, Greg and Amanda Gregory, Melina and Jim Ethier, Marianne and Ben Jenkins, Ray and Diane McPhail, Mrs. Lyda White, Nancy and Lyle Nichols, and the family and friends of John 'Sto' Stowers. All of these individuals and many others have helped to make our new North Campus Project an attainable goal. Our goals for annual fund contributions were not met this year. In the next fiscal year we will be working on a strategy to encourage all of our donors, old and new to make a contribution to the annual fund and support the operating and programs supported by HBF.

2017 Contributions vs Budget	Budget	5/31/2017	% of goal
Annual Contributions	\$160,000	\$95,797	60%
Membership Dues	\$70,000	\$55,436	79%
North Campus Contributions	\$0	\$684,550	100% +++

North Campus Contributions and commitments

Cash	\$1,281,881
Commitments	\$112,596
Total	\$1,394,477

multi year comparison	5/31/2010	5/31/2011	5/31/2012	5/31/2013	5/31/2014	5/31/2015	5/31/2016	5/31/2017
Annual Contributions	\$46,452	\$73,349	\$117,413	\$120,785	\$96,593	\$113,410	\$164,229	\$95,797
Membership Dues	\$17,266	\$28,508	\$29,113	\$33,706	\$40,633	\$63,622	\$66,362	\$55,436
North Campus Contributions				\$0		\$227,291	\$359,707	\$684,550
Total number of donations	40	78	82	106	105	136	157	319

E. Public Relations and Communications: Melissa Delany, Chair

PR and Communications Committee

Summer 2017 Report

COMMITTEE MEMBERS: Melissa Delany, Alexa Foreman, Karen Patterson

The PR and Communications committee planned and hosted the Spring Fling on May 4th for the Highlands Chamber of Commerce. The Fling was a great opportunity for HBF to communicate with business owners in the Highlands community and inform them about the mission and the programs we offer. Despite adverse weather conditions on the evening of the event, committee members and many volunteers from the HBF board of Trustees made this a very successful event. Committee members worked with staff members to develop this year's annual catalogue, an excellent tool to showcase the many programs and opportunities available here at HBS. The committee is working with staff members to compile an information packet to distribute to local businesses and share with individuals interested in HBS. Staff members, researchers from HBS and volunteers are creating new opportunities to share information with our community.

F. Garden: Liz Sargent, Chair

Botanical Garden Committee

Summer 2017 Report

The hard-working members of the Botanical Garden Committee for the 2016–2017 fiscal year gave generously of their time and expertise this past year to maintain and improve the Highlands Botanical Garden. They include Lynda Anderson, Ken Conover, Lydia Macauley, Hillrie Quin, Helen Regnery, Dollie Swanson, Glenda Zahner, and Jeff Zahner. Although he has recently moved on, we would also like

to recognize Russell Funderburk, the Station's former horticultural technician, who made a great difference in its care and appearance before his departure in May.

Over the course of the past year, the Botanical Garden Committee has pursued several initiatives and projects, including ongoing work to improve the appearance of the Nature Center environs and the path leading to the Botanical Garden entrance, the safety and appearance of the trails, site furnishings, maintenance methods, interpretation, and signage. Committee members have helped to develop a maintenance manual for Station staff, a garden app for visitors, and new sign and wayfinding guidelines. Several of these projects are anticipated to continue for several years, and are on-going.

Beginning last summer, committee members worked closely with noted plantsman, Larry Mellichamp, to develop plant palette ideas for the area around the Nature Center and along the path leading to the historic Botanical Garden entrance. Due to the severe drought and regional fires, installation of proposed new plantings was curtailed in 2016, but initiated again this spring. In support of the effort, the committee sought grant funding from the North Carolina Native Plant Society during the spring months. Since early June, the Botanical Garden committee has been hard at work in concert with the summer interns adding new plants intended to improve the aesthetics of the garden and campus grounds, as well as the breadth of the native plant collection. A shout out to Helen Regnery for sourcing all of the new plants and shepherding their delivery to the Station!

In May, fern expert, Tom Goforth, who oversaw installation of 32 species of ferns along the fern trail in concert with the Botanical Garden committee in April 2016, visited the Station for Wildflower Whimsy. The committee asked Mr. Goforth to evaluate the new plantings following their first year of establishment during his visit. The committee was pleased to learn that Mr. Goforth was pleased with the progress of the garden and did not have any concerns. The committee continues to work on enhancing the plantings with flowering species and to control woody growth and weeds to allow the ferns to shine.

In anticipation of the expansion of the Station cottages, which may result in disturbance to many of the mature plantings around the building foundations, committee members worked with the Station's Associate Director, Sarah Workman, and Foundation Executive Director, Sonya Carpenter, to inventory the existing plants and determine appropriate places for their relocation later this summer.

Plans for the coming year include working with Larry Mellichamp this summer to guide improvements to the bog area and Mary's Garden. The committee also plans to support the Station and Foundation's efforts to seek grant funding from the Cherokee Preservation Society to rejuvenate and improve the Cherokee Garden.

As always, we continue to seek out volunteers who are interested in helping in the garden.



Botanical Garden committee members working with Larry Mellichamp, summer 2016.



Jim Costa helps in the effort to eradicate an invasive—Bishop's weed—near the Visitor Center.

G. Nominating: Martha Stibbs, Chair

Nominating Committee Summer 2017 Report

COMMITTEE MEMBERS: Martha Stibbs, Jennie Stowers, Tom Claiborne, Vevie Dimmitt

This year we will have several board members who will be rotating off the board including:

Dick Allison
R.B. Haynes
Helen Regnery
Robert Tucker
Glenda Zahner

We would like to thank each and every one of these Trustees for their many years of service to the Highlands Biological Foundation.

We have two individuals who rotated off the board last year who have agreed to return for another 4- year term:

Amy Patterson
Sarah Morgan Wingfield

We are pleased to introduce three new individuals to serve as Trustees:

Monte Gaillard
Jim Milby
Bill Reeves