

NSSCDS BOD MEETING August 18th, 2025

Quorum - Yes

BOD Present- Fred Stratton (FS), James Chandler (JC), Renee Power (RP), Jennifer Dillaman (JD), Steve Dalcher (SD), Joerg Hess (JH), Chris Brock (CB).

BOD Absent- None

Members Present- Adam Hughes (AH), Josh Dillaman (JD2), John Rutledge (JR), Shannon Perry (SP).

Meeting called to order by FS at 1930 hours.

FS made a motion to accept the minutes from July 21, 2025. SD seconds. All in favor. Motion passes.

- Winter workshop 2026 review

- SD reports insta360 not interested in sponsorship.

- SD reports Deep 6 is in discussion for sponsorship but communication has been difficult.

- FS will try reaching out.

- SD reached out to Shearwater and Dive Xtras about sponsorships and waiting for replies from both.

- RP heard back from Fourth Element about sponsorship.

- They do not want to ship to Mexico or to winners. RP offered to take prizes to Mexico for them and so they are going to donate items.

- T-shirt quote has come in today with a reasonable price.

- Discussions are being made with Lanny Vogel about guiding and planning strategies.

- The last current count of sign-ups is between 20 and 25.

- FS reviewed that speaker line up is looking good.

Secretary report

- Winter Workshop 2026 Facebook post created and scheduled for release on August 1 2025.

- Email conversation with Ed Strausser from NSS about publications for the NSS library. Adam Hughes was looped in per our last meeting.

- Discussed options of backing up all minutes and reports that I am saving on my personal computer with Adam, he suggested a Onedrive account.

- Sent June minutes/reports to Kevin for publication on website

- May meeting minutes need posted (not done due to turnover).

-FS will send and cc me on it

Treasurer's report

Financial report sent before meeting (see below)

- Checking: \$47,321.78
- Savings (Training Fund): \$6,915.00
- Savings (Meeting House Fund): \$9,067.02
- Total Cash-in-Bank: \$63,303.80

Manager Report

Full report sent before meeting (see below)

- July got busy for AH
- Insurance has been renewed and updated.
- Bill payment was done.
- CDS PO Box is approximately \$420 annually. The high cost is due to the size of the PO box. AH suggests downgrading to a smaller box, however if we do that the CDS mailing address would need to be changed.
 - JC asked what the price difference is. AH answered that it is a couple hundred less. JC said that it may not be worth the savings if we must change our address.
 - FS agreed with JC. Decision was made to think about inconveniences vs savings.
- Progress is being made on store products.
 - AH had meeting with SP about product designs and is very happy with everything. New items are on their way soon. Once new inventory comes out AH will fire sale some old items.
 - AH is noticing that the people signing up for the Winter Workshop are also signing up for CDS. This reflects that our reach is broad.

Program Director 1 Report

- Clear Cut is browned again, so window there to determine where to build the platform is missed until it clears again.
- Sydney Ruetz has given estimate on platform materials of \$4,000. This is a rough ballpark number. WKPP has offered some contribution, but we do not yet know the amount. We also cannot build the platform yet until the weather cooperates.
 - FS asks if rangers need to approve where the platform goes. JH is unsure but will look into it.

Program Director 2 Report

- Cave access committee has had a busy month.
 - Mowing, weed eating, and mulching of trail at Cow Springs has taken place.
 - Steps at Cow Springs will be replaced this fall.
 - Tom Johnson has gone out and fixed broken step.
 - Tom Johnson has completed a changing room at Edward Springs.
 - We need replacement for Cow Springs property manager.
 - SD asking for recommendations from BOD. If none come forward he will advertise on Facebook.

- FS suggests going to membership first. SD agrees.
- JC suggests doing an email blast. All agree this is a good idea.
- Madison stair project has a few small items that need completed.
- Wall of Honor project fundraising and construction to begin this fall.
- Clear cut step construction is an upcoming project.

Training Director Report

Full report sent prior to meeting (see below)

- Training certification numbers are up approximately 30% over YTD compared to last year.
- eLearning is having small intermittent problems that are being corrected as soon as they happen.
- FS noted that we had a few cavern tech certifications come through which indicates the new standards are being used.
- DEMA discussion
 - All plans on track.
 - CDS has four badges for booth and silver membership.
 - RP, FS, Emmy Stratton, and SP will manage the booth.
 - SD asks if we are using a different email address for DEMA so there is not a DEMA SPAM influx.
 - RP is trying to avoid that but it seems there is no workaround for it.
 - SD and JC suggested setting up another email that is completely specific to DEMA setups to avoid the SPAM.
 - RP and FS agreed that it is good input and they will discuss at another time to decide what to do along with Kevin's input.
 - JC has offered help if needed as he will be at DEMA.
 - JD offers photo usage for DEMA.

2026 ICDC update from FS.

- We need a chair. FS suggests using a committee approach.
 - FS working on fleshing out roles/responsibilities/etc.
- Rembert Farms is locked in for 5 and 6 June of 2026.
 - 50% deposit was paid, final payment due right before event.
- Two speakers are lined up already.
 - Brandon Shwartz and James Mott with The Great Dive Podcast.
 - Dr. Chris Werner, WKPP Director.
- More to come on the conference soon.

Kevin doing IT updates is working well. He is being quick and responsive.

- Last week Kevin updated various plugins.
- Kevin also checked internally on the website and is trying to repair the code.
 - Problems mainly stem from multiple people working with it on years past.

- Kevin is going to create a list of most critical issues and how he plans on repairing them.

FS motions to adjourn the meeting at 20:21, JD seconds, all in favor. Motion passes.

Next meeting will be Monday 15th of September 2025.

Managers Report
Adam Hughes
August 2025

Cash in Bank as 8/10/25:

Checking: \$47,321.78
Savings (Choptima Fund): \$6,915.00
Savings (Meeting House Fund): \$9,067.02
Total Cash-in-Bank: \$63,303.80

Please note: These balances include revenue and expenses incurred in early August that are not reflected in the attached financials. Now that meetings are held on the 3rd Monday of the month, cash balances reported here will be as-of closer to the meeting date. However, monthly financials will still only include activity through the last day of the prior month.

Managers Report

This time of year is always the most expense-heavy period for the NSS-CDS, which is by design. The first six months of the year are typically our highest revenue months, driven by events and membership renewals. In contrast, July through October are traditionally loss months as we pay out our largest annual expenses following the conference. Historically, activity begins to pick back up again in November and December as Winter Workshop and other event-related revenue returns.

Here are just a few significant recent or upcoming expenditures incurred in August/September:

Insurance premium (range: \$2,500–\$2,900)
Deposit for Rembert Farms 2026 ICDC venue: \$1,250
Various website-related payments to Howard totaling over \$600
UWS layout fees (Barbara Dwyer): \$600
Merchandise restocking: \$4,000+

Insurance Renewal

Our annual insurance renewal has been completed... finally. Now all active BOD members are fully covered under our policy. This year's renewal process was particularly tedious and time-consuming, as it always is, but this year in particular required more effort to ensure everything was handled correctly.

Among many things, our coverage includes Errors and Omissions (E&O) insurance. This is essential, as it protects board members from personal liability for certain decisions and actions taken in their official capacity. Without E&O coverage, BOD members could be personally exposed in the event of legal claims, so ensuring this was in place was a top priority.

In addition to renewing the policy, I completed the required filings to authorize all BOD

members to solicit donations within the state of Florida. This was especially important for our new Secretary, Jennifer Dillaman. As a new officer in a key position, she would have been particularly vulnerable without these filings in place, which is why I completed them sooner than I normally would.

The premium came in a few hundred dollars higher than last year but still under budget. We anticipated this increase and accounted for it when we added a cushion to the insurance budget last November.

I recommend increasing next year's insurance budget by \$200 to maintain that cushion. Insurance remains one of our largest fixed costs for the year, and careful budgeting here avoids surprises.

Store Merchandise

With the WW26 press release now complete, Shannon and I have shifted focus back to restocking and expanding the store's inventory. We have a meeting scheduled this week to finalize selections, and we expect to place orders within the next few days.

In the meantime, I have restocked staple items, including our popular blue shirt, which consistently sells well. This timing here is consistent with our usual cycle of restocking after the conference, when merchandise sales have been strong and the revenue is available to reinvest in inventory.

Winter Workshop 2026 (WW26)

Total WW26 attendees registered as of 8/10: 20

Grand prize raffle revenue to date: \$375

Training

Students registered in July: 7

E-learning codes sold as of 7/31: 14

E-learning codes sold in August (as of 8/10): 4

Total year-to-date codes sold: 18

July Summary

This month my primary focus has been ensuring that all required paperwork is in order, particularly for new BOD members, so that they are protected from personal liability and the section is safeguarded when they act on our behalf. I have also made sure all bills are paid, and currently working with Shannon to get the store restocked,

This is also the time of year I revisit the budget to make sure everything is on track, which it is, and there are no upcoming surprises, which there aren't (knock on wood)... Given the inherently unpredictable nature of what we do, this level of stability is a positive sign for the remainder of the year.

Program director report – Joerg Hess
August 18th, 2025
Not much to report for results at this time

- Follow- up on communication with committees
- Brief meeting with Wakulla Springs manager, we missed our opportunity to check Clear Cut for platform location
- Will meet again with Wakulla Springs manager in a couple of weeks

Program Director 2 report – Steve Dalcher
August 18th, 2025

Completed Tasks:

Mowing and weedeating of Cow Springs completed by Tom Johnson, Cindy Myers and Steve Dalcher

Mulching of the Cow Springs trail completed by Tom Johnson, Cindy Myers and Steve Dalcher

temporary repair of Cow Springs step completed by Tom Johnson

Building, paving and painting of Edward's Spring changing room completed by Tom Johnson

Upcoming Tasks:

Replacement of of Cow Springs Property Manager

Cow Springs step replacement

Madison Blue boardwalk completion

Wall of Honor fundraising

Wall of Honor construction

Clearcut Step construction with Joerg Hess. Plans and BOM completed, waiting on water to clear up for exact placement

Secretary Report

August 2025

Jennifer Dillaman

-Winter Workshop 2026 Facebook post created and scheduled for release on August 1 2025.

-Email conversation with Ed Strausser from NSS about publications for the NSS library. Adam Hughes was looped in per our last meeting.

-Discussed options of backing up all minutes and reports that I am saving on my personal computer with Adam, he suggested a Onedrive account.

-Sent June minutes/reports to Kevin for publication on website

Training Report August 2025

Certifications :

YTD – 84

2024 YTD – 62

YTD Courses with Certifications:

Advanced Cave - 5

Advanced Sidemount - 2

Apprentice Cave – 11

Cave Diver – 20

Cavern Tec – 2

CCR Cave – 17

CCR Trimix – 2

DPV Cave – 7

Nitrox Diver – 1

Single Tank Cavern – 11

Stage Cave – 6

Top Producing Instructors:

Chris Brock 16

Ken Sallot 10

Max Kuznetsov 9

Jim Wyatt 7

Lamar Hires 4

Joerg Hess 4

E-learning update:

1. We continue to find back end issues with the e-learning program that both Howard and Autumn have immediately addressed. Certification credits being awarded to instructors when the e-learning is purchased and a Ch 5 test issue have both been addressed in the last couple of weeks.

Training Committee:

The committee did not meet this month as members were on vacation and doing various other things. Per our bylaws, the committee is only required to meet quarterly

Standards Updates:

Standards updates will continue when the committee meets again in September.