

NSS-CDS BOD MEETING April 20th, 2026

Quorum - Yes

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

BOD Absent- none

Members Present- Adam Hughes (AH), Josh Dillaman (JD2), Justin Reams (JR), John Rutledge (JR2), Shannon Perry (SP), Barbara Dwyer (BD).

Meeting called to order by FS at 1900 hours.

FS made a motion to accept the minutes from March 16th, 2026. SD seconds. All in favor. Motion passes.

Secretary Report

- Finalized minutes from March meeting.
- Sent approved February minutes to Kevin for web upload.
- Completed eBlast for ICDC and elections.
- Updated eBlast master list.
- Created and sent eBlast for UWS
- Created and sent idea for ICDC raffle process.

Communications Update: Social Media

Followers and engagement are continuing to increase. There was positive feedback on the posts regarding history of cave diving. JR plans to work with photographers to highlight our properties. There are also plans to set up and schedule all the ICDC advertisements.

90 day analytics will be sent out soon.

Lance Kelly, the manager of Wakulla Springs State Park reached out to JH. JH is going to write a social media article for Clearcut but wants to wait until he completes coordination with Lance.

Based off comments and feedback from users/members having their posts declined JH asks that we respond back to them as to *why* their post is rejected rather than just rejecting without any feedback. The BOD agrees that we will educate and encourage the posters/members to follow the new guidelines so that they can still participate.

Underwater Speleology Planning and Coordination

BD suggests putting an article in UWS about what is good/ok to post on our social media. SP is assisting BD with the advertising template for the sponsors of the 2026 ICDC.

FS reviewed some of the ideas he has for the next issue.

Treasurer's Report

**Report attached.*

Checking: \$50,011.88

Savings (Training Fund): \$6,938.02

Savings (Meeting House Fund): \$4,862.08

Total Cash-in-Bank: \$61,811.98

Manager's Report

**Full report attached*

Blueprint for survival is available for free download on our website yet we are still selling a lot of physical copies sell.

A lot of time for AH is being spent on conference actions.

Winner for the WW26 Grand Prize reached out and was reimbursed.

The election cycle is going smoothly and according to schedule.

March was a slow month for certifications however April has seen a huge spike.

Program Director 1 Report

The CDS has been contacted by the Boy Scouts of America via Wakulla Springs, that they want to put some tables at Clearcut. JH is asking for the BOD to think of any small to medium projects that we can offer to the Eagle Scouts.

JH plans to follow up with Ken Sallot on what is happening at Edwards Sink regarding the line work.

Program Director 2 Report

There are no further projects needed at Madison Springs.

Edwards Sink has a signed agreement for 1 year. Edwards has a new ramp and there could be an improved water entry system. There is paint set aside to paint the stairs, and boardwalk.

Orange Grove stairs will be completed hopefully this week.

Training Director's Report

Report attached.

Year to date we are up 10 certifications. CB observed that there is a lot of rebreather teaching going on currently with many of the active instructors however the CDS does not offer Mod 1 training.

There has been some pushback about pricing of our eLearning. Instructors want a more competitive price with the other agencies. CB believes that if we lower the price to match closer to what TDI offers it may encourage more instructors to use it.

JD, SD, JH, RP all voiced that they agree with dropping the price to be more competitive.

JR suggested offering that if someone purchases their eLearning could they get their first year of CDS membership for free.

FS makes a motion to re-establish the policy to grant a free one-year membership for the first earned NSS-CDS certification. CB seconds. All in favor. Motion passes.

CB makes a motion to alter the pricing of the instructor eLearning purchase price to \$50. RP seconds. All in favor. Motion passes.

CB will send an email to the instructor base and JR will share on SM to relay the eLearning price change.

NSS-CDS Midwest Workshop Update

Some banners and advertisement materials were received as well as some minor online tweaks.

FS has been in touch with Chad Dalton to encourage them to write a promotion in UWS for the Midwest Workshop.

International Cave Diving Conference Update

Food, refreshments, background logistics, and insurance are all actively being handled by AH.

We currently have approximately 40 registered attendees. AH assures that registration usually spikes about a month out.

Raffle ticket sales are active. The Seacraft GO are more than double the Dive Rite shopping spree. We are almost at the break even point (\$4,750) on the GO!

Conference shirt has been approved and SP is working with the printer so that the shirt order will be finalized on June 1st. SP is also inquiring about the new standardized Cavenger shirt production.

RP has 17 Cavengers ready to volunteer and help with the conference.

This year team leaders will be assigned to streamline setup and logistics.

JD proposed a new way of raffling prizes at the conference. FS expresses that he is on board as did the other board members.

We have 7 speakers confirmed for the conference, a few of them are shorter updates from what was presented last year.

Election Cycle Update

Voting ends on the 23rd. FS will be informed of who won the election and then the BOD will be informed followed by the members.

2026 Recognition Awards Cycle

There have only been 3 nominations, so FS extended the deadline.

DEMA 2026

Setup is Monday November 2nd. The show itself is in New Orleans November 3rd-6th. Pam Wooten has offered to rent a vehicle and haul booth.

RP has some potential volunteers to help run the booth. If these volunteers do run the booth RP would like to cover some expenses for them, such as hotel room.

Next BOD meeting will be Monday May 18th 2026 at 7:00PM

FS makes motion to adjourn the meeting at 8:41. SD seconds. All in favor. Motion passes.

Electronic/Email motions.

FS made a motion to conduct the 2027 Winter Workshop in north Florida on the 16th of January, the Saturday preceding MLK, Jr. Day. JC seconds. All in favor. Motion passes.

On 03 April 2026 FS emailed a motion to authorize the expenditure of \$508 plus shipping to purchase 2,000 round 3" NSS-CDS logo stickers. The motion passed 7-0 on 04 April 2026.

Training Report April 2026

Certifications :

YTD – 35

2025 YTD – 45

YTD Courses with Certifications:

Apprentice Cave – 6

Cave Diver – 7

CCR Trimix – 2

CCR Cave – 1

Cave Survey - 1

DPV Cave Diver – 6

TecCavern – 2

Stage Cave - 9

Top Producing Instructors:

Ricardo Castillo 5

Chris Brock 4

Timmy Young 4

Rob McGann 3

Cristina Zenato 3

Ken Sallot 3

Paul Heinerth 3

Max Kuznetsov 3

Joerg Hess 2

Bryan Kakuk 1

Jennifer Dillaman 1

James Draker 1

Lanny Vogel 1

E-learning update:

Pricing of E-learning:

I am receiving pushback from instructors on using the e-learning due to its pricing. With other agencies instructors pay approximately \$50 for the course and to the student it is approximately \$150 . My recommendation is that we align our pricing to the instructors with TDI and stress the importance of using our e-learning and selling our course to potential students.

Training Committee:

No Meeting this month

Managers Report
April 2026
Adam Hughes

The financials are as of "Year to Date" per BOD request. As always, my manager's report will reflect mostly on the month I am reporting (in this case March), and year-to-date if relevant.

Cash in Bank as 4/14/26:

Checking: \$50,011.88
Savings (Training Fund): \$6,938.02
Savings (Meeting House Fund): \$4,862.08
Total Cash-in-Bank: \$61,811.98

Please note: These balances include revenue and expenses incurred in early April 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 Summary

March was a relatively laid-back month overall, with most of the focus centered on administrative items, website maintenance, and continued preparation for the 2026 International Cave Diving Conference. Store sales came in slightly above normal, and while certification activity was fairly light in March, the beginning of April has already seen a significant increase in training registrations and certifications.

With ICDC now being fully marketed and the raffles officially underway, activity surrounding the event has increased substantially, which is exactly what we would expect this time of year. Overall, the store is in a very profitable position right now, driven largely by the surge in April activity. March was a strong month financially, but April is already shaping up to be even stronger due to increased raffle ticket sales and conference registrations.

International Cave Diving Conference (ICDC)

The primary operational focus right now is the International Cave Diving Conference. Fred, Shannon, Renee, and I have been actively working through the event logistics, and splitting responsibilities more intentionally this year has made the process feel much more streamlined. Everyone is able to focus on the areas they are strongest in, which has noticeably improved efficiency.

My primary responsibilities at the moment include coordinating food logistics for the main catered event, the Friday social dinner, and breakfast the following morning, along with several other moving pieces related to event operations and execution.

At this time, total registrations for the **2026 International Cave Diving Conference stand at 31 attendees.**

Event Liability Insurance

One item I began implementing last year and plan to continue moving forward is securing liability insurance coverage for our events. These policies are typically very low cost, generally in the **\$125–\$150 range**.

I completely forgot to include this in last year's budget planning, but I intend to move forward with securing the coverage unless there are any objections. In my view, it is a very small expense for something that could prove extremely valuable if ever needed.

Winter Workshop Travel Reimbursement

The grand prize winner from the 2026 Winter Workshop reached out requesting reimbursement for eligible travel expenses. That payment has now been submitted and processed in the amount of **\$1,400**, and this will be reflected in the April financials.

Raffle Performance

Raffle performance started a bit slower than expected, but recent membership email campaigns have resulted in a significant increase in ticket sales.

At this point, the **SeaCraft Go! raffle is by far the strongest performer**, with proceeds nearly double those of the Dive Rite shopping spree raffle. The recent momentum is very encouraging as we move deeper into conference season.

Election Update

Knock on wood, the election this year has gone suspiciously smoothly.

Historically, we usually deal with at least a handful of issues related to member accounts or ballot delivery, but that has been minimal this cycle. I would not attribute that to luck. Kelly, Rod, and I have worked together on this process for the better part of a decade, and I believe that long-term refinement of the workflow is the reason everything is running so smoothly.

The few issues we have encountered were straightforward: either individuals had unknowingly allowed their memberships to lapse, or their ballots landed in spam folders. Overall, we have not seen any significant logistical problems, which is a direct result of the planning and preparation that took place in the months leading up to the election.

Website Hosting and Maintenance

Last month I submitted payment to Howard for our annual website hosting and email inbox fees. This includes website hosting as well as maintenance of our email infrastructure. The total cost was approximately **\$280**.

In addition, there were separate website maintenance charges billed hourly, which had already been approved by a board member.

UWS Layout Fees

I also recently submitted a **\$600 payment to Barbara** for UWS layout fees, which brings her payments fully current.

DEMA Refund Recovery

After many months of trying to track down the unused cart fee refund from DEMA last year, I can finally report that the refund has been issued.

This was largely the result of Renee's persistent follow-up efforts over the past several months, repeatedly contacting DEMA regarding the unused service. Much to my surprise, the refund finally came through a few weeks ago in the amount of approximately **\$89**.

Certifications and Student Registrations

I will let Chris go into the specific training details during his report, but from an operational and registration standpoint, activity has increased in the last few weeks.

There were **two certifications completed in March**, but April has been exceptionally active. Over the last two weeks alone, we have seen **more than a dozen student registrations**, and it feels like a new registration is coming in nearly every day this month.

Closing comments

That's it for me! Overall, this has been a very positive stretch operationally. With conference momentum building, raffles gaining traction, registrations increasing, and several long-running administrative items finally getting resolved, things are moving in a strong direction. I appreciate everyone's continued teamwork as we head into what is shaping up to be a very busy and successful conference season.

CAVE DIVING SECTION OF THE NATIONAL SPELEOLOGICAL SOCIETY, INC.

Profit and Loss
January 1-April 30, 2026

	TOTAL
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Income	
Donations Income	100.00
E-Learning Revenue	950.00
Instructor Fees Income	400.00
International Conference Income	
Dive Rite Shopping Spree Raffle Sales	1,590.00
Event Registration	3,175.00
Seacraft GO! Raffle Sales	3,310.00
Total for International Conference Income	\$8,075.00
Membership Dues	9,910.00
Merchandise Sales	3,963.45
Midwest Workshop Income	
Midwest Workshop Registration Income	520.00
Total for Midwest Workshop Income	\$520.00
Student Registrations	550.00
Winter Workshop Income	
Winter Workshop Grand Prize Raffle	2,300.00
Winter Workshop Raffle Ticket Sales	1,252.00
Winter Workshop Registration Income	300.00
Winter Workshop Sponsor Income	500.00
Total for Winter Workshop Income	\$4,352.00
Total for Income	\$28,820.45
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Cost of Goods Sold	
Books - Blueprint for Survival	389.08
COGS - Books	443.06
Stickers - Logo/Round	540.39
Total for Cost of Goods Sold	\$1,372.53
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Gross Profit	\$27,447.92
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Expenses	
Certification Card Printing Costs	
Card Printer Supplies	218.88
Total for Certification Card Printing Costs	\$218.88
DEMA Expense	
DEMA - Cart Fee	-88.25
DEMA - Registration Fees	691.20
Total for DEMA Expense	\$602.95
International Conference Costs	
Event Liability Insurance	121.92
Total for International Conference Costs	\$121.92

CAVE DIVING SECTION OF THE NATIONAL SPELEOLOGICAL SOCIETY, INC.

Profit and Loss
January 1-April 30, 2026

	TOTAL
JMCo Annual Filing Expense	61.25
Merchant Fees	1,053.99
Midwest Workshop Expenses	
Midwest Workshop - Venue	649.35
Total for Midwest Workshop Expenses	\$649.35
Office Administrator	4,000.00
Office Expense	
iContact Email Membership	211.43
Misc Supplies	662.68
Printer Toner	135.48
Total for Office Expense	\$1,009.59
Postage & Shipping	598.69
Property Taxes	58.96
Repairs & Maintenance	
Cow Porta Potty	536.75
Cow Repairs	107.00
Spypoint Camera Subscription	120.00
Total for Repairs & Maintenance	\$763.75
Software Expense	
Checkstock	124.98
Microsoft 365	51.96
QuickBooks Online Fees	300.00
Voting Software	99.00
ZOOM Meeting Subscription	175.92
Total for Software Expense	\$751.86
UWS Expenses	
Adobe Publishing Software	279.92
Layout & Drafting Fees	1,200.00
Total for UWS Expenses	\$1,479.92
Website Expense	
Hosting Fees	276.00
Webmaster Fees	800.00
Website Design & Maintenance	595.03
WooCommerce Fees	437.00
Total for Website Expense	\$2,108.03
Winter Workshop Expenses	
Winter Workshop - Credit Card Fees	558.22
Winter Workshop - Food	2,592.55
Winter Workshop - Grand Prize Raffle Cost	1,400.00
Winter Workshop - Misc Supplies	647.67
Winter Workshop - Shirts	860.65

CAVE DIVING SECTION OF THE NATIONAL SPELEOLOGICAL
SOCIETY, INC.

Profit and Loss
January 1-April 30, 2026

	TOTAL
Winter Workshop - Soda	133.30
Total for Winter Workshop Expenses	\$6,192.39
Total for Expenses	\$19,671.53
Net Operating Income	\$7,776.39
Other Income	
Interest Income	13.64
Total for Other Income	\$13.64
Net Other Income	\$13.64
Net Income	\$7,790.03