



Great Swamp Watershed Association

Meeting of the Board of Trustees

Friday, November 22, 2019

8:00 a.m. – GSWA Headquarters

Agenda

- Approval of Board Minutes from 9/23/19 Meeting
- Finance Report –
 - Audit review and approval
 - Budget deficit policy amendment proposal
 - Endowment policy amendment proposal
- Gala final update
- Executive Director Report
- Development Report:
 - Monthly Development Summary
 - Grant Activity
- Potential property acquisition (Kent in Chatham)
- 568 Tempe Wick one year lease extension approval
- Ferber property update
- New Trustee suggestions
- 40th Anniversary 2021
- Other Business
- Adjourn

Upcoming Events

December 3 5:30-&;30

December 12 5-9PM

GSWA post gala major donor cocktail party

GSWA board holiday party

Madison Arts Council

GSWA headquarters

GSWA Board of Trustees Meeting 9.23.2019

Minutes

A meeting of the Great Swamp Watershed Association's Board of Trustees convened at 8:06 a.m. on Monday, September 23rd, 2019. Trustees present included Kathy Pfeil, Alan Pfeil, Cathy Lee, Jordan Glatt, Nic Platt (Chair), Matt Krauser, Kate Barry, Kevin Sullivan, and Adam Psychos (Advisory Council.) Participating via conference call were Deb Apruzzese, Dot Stillinger, Yorgi Vlamis, Jay DeLaney, Teresa Lane, and Chris Obropta. *The phone call was terminated early due to a service problem.*

Sally called for approval of the Minutes taken at the last meeting on June 28. Cathy Lee moved and Alan Pfeil seconded. All in favor. None opposed.

Sue reviewed the Financial Report. August YTD is on or ahead of budget. As of September 21rd we have sold 325 tickets to the gala and have received underwriting checks from NJ Water, Atlantic Health and Pfizer, which was received in the prior fiscal year. We need your help to fill another 100 seats. These seats have never been more valuable to us thanks to a vegan matching program offered by Michael Dee and friends. Corporate is under budget due to Investors \$7.5K which has been committed but not received and we are still waiting to hear from PSEG for \$10K. Foundations are ahead of budget by \$10K due to George Bauer Foundation coming in at \$10K over budget. Major donors are ahead of budget due to Pierson, Kirby and Tattem.

We received the Bequest of \$51,407 as mentioned at the last board meeting. These funds have been deposited into a 12 month CD until we determine where they will be used.

Expenses remain on budget or below.

The Finance committee elected to leave the 4% draw of \$49,143 invested in the current portfolio mix and have agreed to revisit the mix in September for re-balancing as needed. The Endowment balance as of August 30th was \$1.3 million with \$77K as Invested Operational Funds.

On the HR side, we did a cost of living adjustment effective September 1st.

We continue to have 100% participation in the 401K however not at 100% of the match. Sue has a concern that we will not make the match, but we are alright for this year. Peter Kellogg made a five year commitment which was very generous. Jordan pointed out that this is a substantial achievement – accomplished through a strong education program with each staff member and it should be communicated to Peter Kellogg. Sally will take the lead on communication with Peter, but she disagreed about asking him for more money right now.

Paterson SMART rolled out an Adopt a Catch Basin program in Ward 4 at Barbour Park on August 3rd. The program was well received by the community and we heard firsthand the challenges community members face from storm water flooding and the issues related to a combined sewer. Adopting the Catch basin allows community members to make a difference! GSWA continues to secure more schools to incorporate Green Infrastructure with GSWA leading the environmental education programs and GI site planning with Rutgers Cooperative Extension. Chris Obropta can do the prep. work for the installation of rain gardens with volunteers, but removal of the asphalt with equipment is expensive! The rain garden at MLK has been completed. These programs offer green infrastructure and address waterflow however they also offer considerable social benefits as well. Kathy Pfeil agreed to reach out to the Basking Ridge Garden Club to come and see the work being done in Paterson.

Great Swamp Watershed Association
Profit & Loss Budget Performance
 October 2019

	Oct 19	Budget	% of Budget	Jul - Oct 19	YTD Budget	% of Budget	Annual Budget
Ordinary Income/Expense							
Income							
4% Fund Transfer Draw	0	0	0%	49,143 ¹	40,000	123%	40,000
Annual Event	84,835	149,000	57%	217,121 ²	200,200	108%	200,200
Corporate	272	10,331	3%	35,989	45,363	79%	85,325
Foundation Support	0	0	0%	105,500 ³	71,500	148%	207,700
Individual - Membership	2,167	3,633	60%	12,790	12,733	100%	75,400
Individual Major Donors	3,600	12,500	29%	29,100	20,000	146%	187,200
Individual Trustee Giving	150	200	75%	1,400	2,100	67%	30,000
Music Fest Event	0	0	0%	514	0	100%	44,900
Other incomes misc	197	117	169%	440	467	94%	1,400
Programs - Education & Outreach	310	50	620%	9,110	8,200	111%	25,800
Restricted Individual Donations	20,000	20,000	100%	20,000	20,000	100%	20,000
Total Income	111,531	195,831	57%	481,107	420,563	114%	917,925
Gross Profit	111,531	195,831	57%	481,107	420,563	114%	917,925
Expense							
Administrative Expense	6,148	6,744	91%	25,140 ⁴	40,957	61%	122,083
Administrative Payroll Total	49,721	48,024	104%	187,833	191,594	98%	594,282
Advocacy / CAGs / Other	202	550	37%	1,179	2,200	54%	16,600
Annual Event Expenses	16,367	58,000	28%	43,489	58,000	75%	58,000
Development Expense	225	363	62%	1,057	5,043	21%	16,500
Education and Outreach	132	2,040	6%	423	4,780	9%	21,800
Hyde and Watson Grant Exp	0	0	0%	0	0	0%	8,000
Mailing	0	387	0%	0	952	0%	10,550
Membership	209	600	35%	4,475	5,600	80%	14,210
Music Fest	0	0	0%	684	0	100%	17,000
Stewardship	490	42	1,175%	4,129	2,667	155%	17,000
Uncategorized Expenses	0			128			
Water Quality	-9	497	-2%	662 ⁵	10,045	7%	43,690
Water Testing - Well	0	0	0%	0	0	0%	2,500
Total Expense	73,485	117,248	63%	269,200	321,838	84%	942,215

4:36 PM

11/11/19

Accrual Basis

Great Swamp Watershed Association Profit & Loss Budget Performance

October 2019

1. \$9k over budget
2. Includes \$18,150 Vegan Challenge money- thank you for such an amazing challenge!!!
Advertising was lower than budget and prior year.
Underwriting doesn't include the \$6k from Pfizer which was recorded in the PY.
There were 368 guests served; 242 Vegan Meals served and 45 VIP tickets.
3. We are ahead due to timing of Victoria and George Bauer came in \$10k higher than prior year
4. Computer purchases and website re-design - timing
5. Timing
6. Bequest from Babott
7. Pfizer Gala \$6k; Leavens Microplastics \$5k; Rutgers - Paterson SMART \$5k; WI \$5k were booked in the prior year

GREAT SWAMP WATERSHED ASSOCIATION

June 30, 2019



GREAT SWAMP WATERSHED ASSOCIATION

For the Year Ended June 30, 2019

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Certified Public Accountants, PC
www.bkc-cpa.com

Independent Auditors' Report

To the Board of Trustees
of Great Swamp Watershed Association
Morristown, New Jersey

We have audited the accompanying Financial Statements of Great Swamp Watershed Association (a non-profit organization), which comprise the Statement of Financial Position as of June 30, 2019, and the related Statements of Activities, Functional Expenses and Cash Flows for the year then ended, and the related Notes to the Financial Statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Change in Accounting Principle

During the year ended June 30, 2019, the Financial Accounting Standards Board's Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities*, became effective. Our opinion is not modified with respect to this matter.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Great Swamp Watershed Association as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.


BKC, CPAs PC

November 8, 2019
Flemington, New Jersey

GREAT SWAMP WATERSHED ASSOCIATION
Statement of Financial Position
June 30, 2019

ASSETS

Current assets	
Cash and cash equivalents	\$ 171,439
Prepaid expenses and other current assets	<u>4,591</u>
Total current assets	176,030
Property and equipment, net of accumulated depreciation of \$12,268	373,322
Other assets	
Investments	<u>1,321,036</u>
Total assets	<u><u>\$ 1,870,388</u></u>

LIABILITIES AND NET ASSETS

Current liabilities	
Accounts payable and accrued expenses	27,355
Net assets	
Without donor restrictions	1,756,953
With donor restrictions	<u>86,080</u>
Total net assets	<u>1,843,033</u>
Total liabilities and net assets	<u><u>\$ 1,870,388</u></u>

See accompanying notes to the financial statements.

GREAT SWAMP WATERSHED ASSOCIATION
Statement of Activities
For the Year Ended June 30, 2019

	Without Donor Restrictions	With Donor Restrictions	Total
Public support, revenue and other			
Contributions	\$ 576,396	\$ 34,675	\$ 611,071
Special events	274,188	-	274,188
Net assets released from restrictions	57,057	(57,057)	-
Total public support, revenue and reclassifications	907,641	(22,382)	885,259
Expenses			
Program	676,933	-	676,933
Management and general	68,678	-	68,678
Fundraising	113,859	-	113,859
Total expenses	859,470	-	859,470
Other income			
Interest income	1,976	-	1,976
Dividend income	30,786	-	30,786
Unrealized gain on investments	51,353	-	51,353
Total other income	84,115	-	84,115
Change in net assets	132,286	(22,382)	109,904
Net assets - beginning of year	1,624,667	108,462	1,733,129
Net assets - end of year	\$ 1,756,953	\$ 86,080	\$ 1,843,033

See accompanying notes to the financial statements.

GREAT SWAMP WATERSHED ASSOCIATION
Statement of Functional Expenses
For the Year Ended June 30, 2019

	<u>Program Expenses</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total</u>
Salary, wages and benefits	\$ 462,838	\$ 52,680	\$ 63,713	\$ 579,231
Professional fees and services	4,297	6,285	-	10,582
Postage and printing	17,623	133	589	18,345
Office supplies	16,381	1,855	2,247	20,483
Occupancy and maintenance	40,084	2,637	2,726	45,447
Programs, meetings and membership	118,659	4,053	24,177	146,889
Insurance	11,123	1,035	776	12,934
Depreciation	5,928	-	-	5,928
Cost of direct benefits to donors	-	-	19,631	19,631
 Total expenses	 <u>\$ 676,933</u>	 <u>\$ 68,678</u>	 <u>\$ 113,859</u>	 <u>\$ 859,470</u>

See accompanying notes to the financial statements.

GREAT SWAMP WATERSHED ASSOCIATION
Statement of Cash Flows
For the Year Ended June 30, 2019

Cash flows from operating activities	
Increase in net assets	\$ 109,904
Adjustment to reconcile increase in net assets to net cash provided by operating activities	
Depreciation	5,928
Investment income	(30,786)
Unrealized gain on investments	(51,353)
Change in assets and liabilities	
Prepaid expenses and other current assets	6,520
Accounts payable and accrued expenses	(8,423)
Total adjustments	<u>(78,114)</u>
Net cash provided by operating activities	<u>31,790</u>
 Cash flows used by investing activities	
Purchases of property and equipment	<u>(25,490)</u>
Net cash used in investing activities	<u>(25,490)</u>
 Net increase in cash and cash equivalents	6,300
 Cash and cash equivalents - beginning of year	<u>165,139</u>
 Cash and cash equivalents - end of year	<u><u>\$ 171,439</u></u>

See accompanying notes to the financial statements.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 1 - Organization and summary of significant accounting policies

Nature of organization

Great Swamp Watershed Association (the Organization), is a New Jersey non-profit organization founded in 1981 with the mission to protect and improve the water resources of the Passaic River region, from the Great Swamp headwaters to Newark Bay. Based in Harding Township, New Jersey, the Organization monitors and protects water quality, and investigates and participates in land use issues in the Great Swamp Watershed and Passaic River region.

Since its incorporation, the Organization has gradually acquired over 75 acres of property in Harding Township, which contains critical wetlands, forested areas and includes a network of trails that are open to the public to enjoy.

Through education, advocacy, science, land preservation and stewardship, in collaboration with partners, the Organization works to instill its communities with an awareness of water's effect on health and the beauty of the environment, from source to sea. The Organization evaluates the conservation values of its properties and creates a property stewardship and management plan to enhance those values. Some of the properties the Organization owns have undergone significant restoration to improve conservation values including wetlands and stream restoration efforts.

Volunteers are a growing resource for the Organization's land stewardship and management efforts. Volunteers have assisted with restoration planting and trail building. The Organization monitors its properties and the conservation easements it holds on privately owned land annually.

In August 2017, the Organization was designated as an accredited national land trust by the Land Trust Accreditation Commission of the Land Trust Alliance.

Organization status

The Organization has been notified by the Internal Revenue Service that they are exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. The most significant tax positions of the Organization are its assertions that it is exempt from income taxes and its determination that no amounts are subject to unrelated business income tax (UBIT). Income generated by activities that would be considered unrelated to the Organization mission would be subject to income tax.

The Organization follows the guidance of FASB's Accounting Standards Codification (ASC) Topic 740, *Accounting for Income Taxes*, related to uncertain income tax provisions, which prescribes a threshold of more likely than not, for recognition and derecognition of tax positions taken or expected to be taken in a tax return. Management has determined that it is more likely than not, that all tax positions would be sustained upon examination by taxing authorities. Accordingly, no provision for income taxes has been recorded.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 1 - Organization and summary of significant accounting policies (continued)
Organization status (continued)

The Organization files a Form 990 Return of Organization Exempt Form Tax, annually with the Internal Revenue Service, as well as a State equivalent filing. Both filings are subject to audit by the appropriate authority. The Organization returns prior to 2015 are no longer subject to examination by Federal or State authorities due to the statute of limitations.

Basis of accounting

The financial statements of the Organization have been prepared on the accrual basis of accounting.

Financial presentation

The Organization adopted Financial Accounting Standards Board's (FASB) Accounting Standards Update (ASU) 2016-14, *Not-for-Profit Entities*, for the year ended June 30, 2019. This ASU updated the presentation of the Organization's financial statements and disclosures.

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Cash and cash equivalents

The Organization considers cash equivalents to be all highly liquid debt instruments with an initial maturity of three months or less.

Investments

The Organization classifies its marketable securities at fair value, which are managed internally under a policy adopted by the Board. Securities classified as available for sale are carried in the financial statements at fair value. Realized gains and losses, determined using the specific identification method, are included in earnings as other income. Unrealized gains and losses are also included in earnings as other income.

Property and equipment

Property and equipment are stated at cost. Depreciation is computed using the straight-line method over the following estimated useful lives:

	Estimated Useful Life
Computers, office and other equipment	5 years
Machinery	7 years

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 1 - Organization and summary of significant accounting policies (continued)

Property and equipment (continued)

Additions and improvements, of \$5,000 or more are capitalized, while general repairs and maintenance are expensed as incurred. The cost and related accumulated depreciation of assets sold or retired are eliminated from the accounts and any gains or losses are included in the change in net assets.

Certain property acquired by the Organization for conservation purposes may be deed restricted, which substantially reduces use and its fair market value. Property is written down to zero value at the time of acquisition. Conservation easements have no economic value and minimal cost to maintain.

Net asset classification

Net assets are classified based on the existence or absence of donor-imposed restrictions. Net assets are defined as follows:

Net assets without donor restrictions - net assets not subject to donor-imposed stipulations, and therefore, are expendable for operating purposes.

Net assets with donor restrictions - net assets subject to donor-imposed stipulations that will be met by actions of the Organization and/or by the passage of time.

Contributions, support, and revenue recognition

Contributions of cash and other assets, including unconditional promises to give, are considered to be available for unrestricted use, unless specifically restricted by the donor and are recognized as support in the period the unconditional promise is given.

Conditional promises to give are recognized when the conditions on which they are dependent are substantially satisfied.

Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires, restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Contributions of donated non-cash assets are recorded at their fair values in the periods received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation are recorded at their fair values in the periods received.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 1 - Organization and summary of significant accounting policies (continued)
Contributions, support, and revenue recognition (continued)
Special events and conference revenue are recognized when the event or conference occurs.

Membership revenue is recognized over the period of member benefit obligations and services.

Functional allocation of expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the Statement of Functional Expenses. Accordingly, certain costs have been allocated among the programs and services benefited. Management and general expenses include those expenses that are not directly identifiable with any specific function but provide for the overall support and direction of the Organization. Indirect expenses have been allocated based on total direct expenses.

Note 2 - Concentration of risks and uncertainties

Credit risk

The Organization maintains its cash and cash equivalents in bank deposit accounts which are insured by the Federal Deposit Insurance Corporation (FDIC). At June 30, 2019, the Organization had no uninsured cash in its accounts.

The Organization invests in various types of marketable securities and money market funds. The Organization has established guidelines relative to diversification and maturities that target certain safety and liquidity risk levels. These guidelines are periodically reviewed and modified. Investment securities in general, are subject to various risks, such as interest rate, credit and overall market volatility. Due to the level of risk associated with certain investment securities, it is reasonably possible that the changes could materially affect the amounts reported in the financial statements.

Income sources

A large percentage of the Organization's revenue comes from private foundations and individual donors. During the year ended June 30, 2019, the Organization received approximately \$50,000, of total contributions from one foundation.

Additionally, the Organization received approximately 26% of total revenues from its annual fund-raising Gala during the year ended June 30, 2019.

Note 3 - Donated services

Directors and officers have made a significant contribution of their time to develop the Organization and its programs. No amounts have been recognized in the accompanying Statement of Activities and Changes in Net Assets because the criteria for recognition of such efforts under GAAP have not been satisfied.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 4 - Net assets with donor restrictions

A portion of the Organization's fund balance is restricted by the donors for the purpose of stewardship of preserved properties and annual monitoring. Additionally, the Board of Directors has designated a portion of the unrestricted fund balance for the same purpose.

The balances at June 30, 2019 are summarized as follows:

Unrestricted	
Undesignated	\$ 1,707,903
Board designated for land defense and stewardship	60,000
Total unrestricted	<u>\$ 1,767,903</u>
Subject to expenditures for specified purposes	
For fund raising and general operations	\$ 21,000
For continued investment	65,080
Total net assets with donor restrictions	<u>\$ 86,080</u>

Note 5 - Fair value

Financial Accounting Standards Board (FASB) in its *Accounting Standards Codification* (ASC) Topic 820, Fair Value Measurement, establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described below:

Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access.

Level 2 Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 inputs must be observable for substantially the full-term of the asset or liability.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 5 - Fair value (continued)
 Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following table sets forth by level, within the fair value hierarchy, the Organization's investment assets at fair value as of June 30, 2019:

	Level 1	Level 2	Level 3
Mutual funds	\$ 1,319,798	\$ -	\$ -
Money market funds	1,238	-	-
Total investments	\$ 1,321,036	\$ -	\$ -

Note 6 - Property and equipment
 Property and equipment, as of June 30, 2019, consists of the following:

Land	\$ 334,100
Equipment	51,490
Total property and equipment	385,590
Less: accumulated depreciation	12,268
Property and equipment, net	\$ 373,322

Depreciation expense for the year ended June 30, 2019 was \$5,928.

The Organization owns 23.35 acres of land that is not deed restricted.

As of June 30, 2019, the Organization also owns and manages preserved properties, acquired for conservation purposes, totaling 52.23 acres in Harding Township. Its fair market value is zero and it has no resale value.

Additionally, the Organization maintains two easements totaling 2.85 acres with no economic value and minimal cost to maintain, as such there are no recorded values on the financial statements.

Note 7 - Availability of financial assets
 The following reflects the Organization's financial assets as of the balance sheet date, reduced by amounts not available for general use because of donor-imposed restrictions within one year of the balance sheet date.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 7 - Availability of financial assets (continued)
 Financial assets at June 30, 2019:

Cash and cash equivalents	\$ 171,439
Less those unavailable for general expenditures within one year, due to:	
Donor-restricted for fundraising and general operations	21,000
Donor-restricted for continued investment	65,080
Financial assets available to meet cash needs for general expenditure within one year	\$ 85,359

The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

To manage liquidity, the Organization has a \$200,000 line of credit that can be drawn down as needed.

Note 8 - Investment policy

In December 2001, the Organization established an investment account to have a secure and lasting source of dedicated funds to support the goals of the Organization. This investment account is referred to internally as the endowment fund.

Funds are maintained in a separate investment account that is professionally managed with a diversified selection of investments. The account consists of a balanced portfolio of stocks and bonds plus money market funds. Assets are diversified to ensure that adverse or unexpected results from one security or security class will not have a significant detrimental impact on the entire portfolio. Per the investment policy set by the Board, asset investment in stock funds (indexed or managed) should remain on average within a range of 50-70% of total endowment assets.

Withdrawals in any calendar year may be made on up to 4% of total funds, with the intention to draw from the endowment annually an amount that is less than the average amount earned each year.

Note 9 - Line of credit

The Organization has a revolving secured line of credit with a bank. The loan has a maturity date of July 2021. Maximum borrowings under the line are \$200,000 with interest due monthly at a rate of prime plus 1.0%. There was no outstanding balance at June 30, 2019. The line is secured by generally all assets of the Organization.

GREAT SWAMP WATERSHED ASSOCIATION
Notes to the Financial Statements

Note 10 - Retirement plan

Effective November 1, 2017, the Organization terminated its 403(b) Retirement Plan for its employees. Under the Plan, the Organization did not provide matching contributions to its employees.

Effective October 1, 2017, the Organization sponsors a defined contribution benefit plan covering all employees of the Organization or any affiliate. The Organization will match the employee's contribution up to 6%. Additionally, the Organization provides discretionary profit-sharing contributions. The expense for the year ended June 30, 2019 was \$28,132.

Note 11 - Operating leases

The Organization entered into an operating lease arrangement for office space. Rent expense for the year ended June 30, 2019 totaled approximately \$32,600. The current lease is set to expire November 2019.

Note 12 - Supplemental disclosures of cash flow information

Non-cash operating activities are as follows:

On June 30, 2019, the Organization obtained computer equipment with a value of \$8,500. The purchase was recorded in accrued expenses.

Note 13 - Change in accounting standards

ASU 2014-09: The Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2014-09, *Revenue from Contracts with Customers*. This ASU, as modified by ASU 2015-14, changes the timing of recording revenue for services performed. This ASU will be effective to the Organization in the year ending June 30, 2020. Management has not completed its assessment of the impact of this change.

ASU 2016-02: The FASB issued ASU 2016-02, *Leases*. This ASU recognize as a liability, non-cancellable leases. The liability is offset by an amortizable asset called a right to use. This ASU will be effective to the Organization in the year ending June 30, 2021. Management has not completed its assessment of the impact of this change.

Note 14 - Subsequent events

In October 2018, the Organization received a pledge of \$150,000 from a private foundation, payable in three equal annual installments commencing in January 2019. The Organization received \$50,000 in early 2019.

The Organization's management has determined that no other material events or transactions occurred subsequent to June 30, 2019 and through November 8, 2019, the date of the Organization's financial statements issuance, which require additional disclosure in the Organization's financial statements.

Great Swamp Watershed Association

Budget Deficit Policy – Amended 10/21/2019 Approved 4/17/15 - Reaffirmed 03/31/2016

Purpose: To ensure timely review of the Financial health of the organization.

The following safeguards are put in place to ensure that actual performance in each fiscal year equals or exceeds the budgeted results.

The following triggers will require action by the Finance Committee. At the Finance Committee's discretion, a trigger may be presented to the full board for appropriate action.

1. If the Gala generates in total a net amount that falls short of the budgeted amount in excess of \$10,000.
2. Individual contributions fall short of budgeted amount by 10% as of December 31.
3. Net income for the first half of the fiscal year underperforms the budget by 10%.
4. Third quarter year to date net income underperforms budget by 10%.
5. Fourth quarter net income results in a deficit for the fiscal year.

The Board will formally review actual versus budget at a minimum semi-annually.

Re- Approved and Adopted by the Board of Trustees on the _____ day of _____, 2019

Note: The budget will be seasonalized based on history and significant known changes.

Great Swamp Watershed Association
Endowment Policy

Endowment Policy – Modified ~~03/16/2017~~10/21/2019, (previously Modified ~~03/16/17~~; 3/31/16
04/17/15)

Purpose: To ensure the organization has responsible and prudent investment and management of its financial assets and how those assets may be used to have a secure and lasting source of dedicated funds to support the goals of the organization.

Restrictions:

The Endowment Fund is predominantly a board designated fund. Any funds that have been solicited specifically for Endowment are restricted and tracked in the Donor Database and separately maintained in a spreadsheet by the Finance Director. The permanently restricted funds will be noted each year in the annual report.

Board Designated Allowable Uses of Endowment Funds:

4% of the total funds each year may be transferred and used for the operation of the organization. The intention of this transfer is to draw from the Endowment annually an amount that is less than the average amount earned each year. This amount may be modified with a 2/3 vote of the entire Board of Trustees.

The date the draw will be calculated on is June 30. The Finance Committee will determine when to actually take the 4% draw after reviewing the current financial picture of the organization. The Finance Committee will recommend any adjustments to how the funds should be taken to ensure the funds remain in line with the approved allocation mix.

Should the organization need to borrow funds from the Endowment for an operational deficit, those funds may be borrowed from the Endowment, ~~however, the~~ Trigger Policy Procedures would remain in effect until such time as the funds are paid back. A loan for the operation of the organization would require a 2/3 vote of the entire Board of Trustees and may not exceed 10% of the total value of the board designated funds.

In addition, the Board of Trustees may from time to time be required to legally defend and protect the conservation easements and land owned in fee. The Board may elect to restrict the funds necessary for the protection of the conservation of those assets from the Endowment fund. The board may use no more than 25% of the total Endowment that is board designated for the legal protection and stewardship of such assets. The expenditure of these funds requires board approval. See also *Policy for Funding Stewardship*.

The Board restricts the following funds for the Conservation Easement Stewardship and Defense Fund for easements held by GSWA as of ~~10/21/2019~~02/15/2016:

\$50,000 Legal Defense of two easements
\$ 7,000 for stewardship of two easements (\$3,500 each)
\$ 3,000 for legal defense of four fee land parcels
\$60,000 Total

Dissolution of the Organization:

In such event, the board restrictions on the defense of Easements owned and the Stewardship of parcels held in fee simple shall be distributed entirely to or among one or more non-profit

Great Swamp Watershed Association
Endowment Policy

organizations devoted primarily to the protection of the environment as defined in the Certificate of Incorporation. The organization may impose additional conditions or restrictions on the transfer as the Board of Trustees deem appropriate to better assure the property and easements will be monitored and enforced as per the terms of the conservation easement and intent of GSWA. Where possible, Stewardship funds will be distributed with those parcels.

Investment and Management of Financial Assets:

A. Asset Allocation

All asset allocation decisions will be reviewed by the Finance Committee at least annually and presented to the Board of Trustees at least annually. Once the total asset allocation between stocks and bonds has been approved it will remain in effect unless or until there is a new recommendation by the Finance Committee. Asset investment in Stock Funds (Index or managed) should remain on average within a range of 50-70% of total endowment assets. All changes must then be approved by a two-thirds vote of the Board of Trustees.

B. Asset Manager Selection:

- [The fund performance must have competitive market results for 3 and 5 year performance](#)
- [Sustainable Investing will be considered over other funds provided the returns are comparable](#)
- The funds have low management fees and transparency.
- The funds have no or low transaction costs.
- SIPC coverage must be at or in excess of our balance.
- At periodic intervals no shorter than 3 years the asset manager relationship will be reviewed by the finance committee.

C. Opening an account / [Managing the account](#)

The initial set up will be handled by the Treasurer and the Finance Director. This will include opening accounts and transferring funds.

Dual signatures of Treasurer and Finance Director are required on asset transfers [out of the account](#) and withdrawals, [excluding the 4% draw transactions](#).

D. Responsibilities of the Finance Director

- The Finance Director shall keep all the necessary accounting records.
- Funds will be deposited as received unless amounts received are small (under \$1,000). If small amounts are received, they will be accumulated and deposited once a month at the beginning of the month.
- Four percent of total assets may be distributed to the Association once a year. Any withdrawal in excess of 4% requires board approval.

Great Swamp Watershed Association
Endowment Policy

E. Responsibilities of the Treasurer and the Finance Committee

- The Funds' performance will be monitored by the Finance Committee.
- The Finance Committee will approve any changes within the asset allocation between asset classes within the overall portfolio allocation.
- The finance committee is responsible for reviewing the asset allocation of the endowment fund.
- A quarterly [presentation report](#) will be made to the Board on the value of the fund and [report will comment](#) annually on the performance of the fund.
- The Finance Committee and Board should focus on three and five-year returns.

Endowment Policy Amended from [0310/3121/20192016](#) Amended, Approved and Adopted by the Board of Trustees on the _____ day of _____, 2019.

Great Swamp Watershed Association Annual Event Profit & Loss Review

October 2019

Ordinary Income/Expense	Jul '17 - Jun 18	Jul '18 - Jun 19	Jul - Oct 19	Budget
Income				
Annual Event				
Annual Event - Advertising	15,700	15,475	9,000	14,000
Annual Event - Donations	19,070	24,450	20,700	19,000
Annual Event - Tickets & Table	73,800	72,000	73,411	67,500
Annual Event -Underwriting	48,547	40,000	34,000	35,000
Annual Event -Underwriting Prior Year			6,000	
Live Auction & Call for Cash	13,100	42,850	14,102	30,000
Silent Auction Purchases	36,461	30,090	45,268	32,000
Wine Pull and Raffles	3,355	2,760	2,490	2,700
Total Annual Event	210,033	227,625	204,971	200,200
Vegan Challenge	0	0	18,150	
Annual Event Expenses				
Ad Journal	2,416	2,299	2,027	3,000
Consulting*	9,736	6,598	2,398	5,000
Event Planning	2,683	2,859	1,316	7,000
Invitations and related*	8,272	8,124	3,592	5,000
Night of Expenses	29,994	39,626	34,157	38,000
Expenses booked in Prior Year			6,000	
Total Annual Event Expenses	53,101	59,506	49,490	58,000
Net Annual Event	156,932	168,119	173,631	142,200

*Note \$6k of revenue and expenses were captured in the prior fiscal year for Pfizer and expenses for Gala Invites, and Consulting - One Cause

Executive Director report for GSWA board meeting November 22, 2019

Updates from my September report: As you will see when you arrive for our meeting, the roof replacement was not only re-commenced, but it's been finished!

I mentioned in September that I was trying to assist Long Hill with their referendum to sell their sewer treatment facility. I spent quite a bit of time on this issue, talking with representatives from NJ American Water, Long Hill Township (Guy, Alan, and Kathy can vouch for it!), and many Long Hill residents. I'm happy to report that the referendum passed overwhelmingly. Ultimately, under NJ American's ownership, the water quality will be improved.

As always, I had several meetings with donors and potential donors, including a lunch with a Trusts & Estates attorney who works at Jay DeLaney's firm. As a side note, I joined the Park Avenue Club this year and I hope to be able to meet with donors there and do some networking for new connections as well.

We held a Rolling Knolls CAG meeting discussing the Natural Resource Damage Assessment process and a Refuge consultant spoke about the Refuge position on the remediation alternatives. It was a very informative meeting, but unfortunately it was not well attended. I'm pleased to report that we were finally awarded an EPA Technical Advisor Grant (TAG) for \$50,000 over three years. 80% of the funds are earmarked to hire a Technical Advisor expert (TA) to review documents and provide information to the CAG. Fortunately, 20% is allocated for administrative overhead which can help offset my time somewhat. I spent a great deal of time drafting a Request for Proposal to solicit the TA. I hope to have the RFP out by the time of our meeting.

I attended two meetings in Newark for the municipal action team on green infrastructure (DIG).

Rick, Wade and I attended a reception for grantees at Allergan, along with Kevin and Nic. This year was the first time we received grant funding from them.

As always, I worked with Rick on grant applications and grant reports.

Val and I participated in the Great Swamp partners meeting. This is a group of non-profits, county and federal entities working in the GS. We are organizing a press release and flyer of events we are all working on for December to commemorate the 60th anniversary of the airport announcement (and its ultimate defeat).

Wade and I attended the Regent Atlantic non-profit conference.

I continued the evaluation of the potential acquisition of the Kent property in Chatham. I visited the property with the Refuge manager who agreed that it is valuable property to acquire. I had several conversations with the owner's son Fred about pursuing this. (See separate agenda item for discussion and action.)

I received a call from Ann Fritts who owns some vacant property adjacent to her home in New Vernon. She was interested in selling her land. Hazel and I visited the property (as did Dot). We do not feel the property is appropriate for our acquisition based on our project selection criteria. Additionally, Ann would be asking in excess of \$1,000,000 for the property.

Hazel and I held a Land Preservation and Acquisition Committee (LPAC) meeting to discuss both Kent and Fritts. The committee is in agreement that we should not pursue Fritts and we should pursue Kent.

Rick and I met with Chris Sanchez who is a young man working for Regent Atlantic. Our contact there, Jim Sonneborn, suggested Chris reach out to us. He is potentially interested in getting involved in either the Advisory Council or Board. We will discuss this at our upcoming Trusteeship meeting.

Several staff members and I attended the annual Watershed Conference at the Watershed Institute (as did Michael and Marilyn Dee!).

We have been working hard on organizing a cocktail party on December 3 to celebrate the 60th anniversary of the landmark announcement about the jetport which led to the ultimate preservation of the GS.

I attended a Chatham Township Committee meeting to encourage the committee to pass an ordinance banning plastic bags. Sandra and Adam also attended other meetings on the topic and an ordinance was ultimately passed 3-1 after several very contentious meetings. We hope to encourage other towns to pass an ordinance in 2020 (Guy this means you...).

We've held a meeting and I continue to work on board give/get potential policies.

I met with a group of local development professionals to discuss fundraising issues.

Several staff and I prepared another excellent dinner for a GS auction item winner.

Reed, Tony, Wade, and I spoke with a potential consultant regarding a capital/endowment campaign initiative. I've also spoken with several other potential consultants.

I attended a Paterson Economic and Environmental Revitalization Committee meeting.

Sue and I held a GS Finance Committee meeting.

And last, but certainly not least, we held another successful gala, including all the pre-gala prep, actual event, and post gala follow up. We have a lunch scheduled with several attendees and some local development professionals from other organizations to discuss the gala and ways to improve the event.

GSWA Water Quality Programs

Board Meeting Report

November 2019

Water Quality Reporting

We are currently organizing the data from the first half of the year in preparation of compiling the 2019 Water Quality Report Card in Jan. At the Watershed Institute 3rd Annual Conference, I presented an update on our Microplastics Sampling including our methods, results and partnerships with local communities.

Water Quality Monitoring

Chemistry Monitoring

Our final round of chemistry sampling for 2019, as well as the final full round for the first Passaic River expansion, is scheduled for the week of November 11th the weather permitting. All the collected data will be used to produce the 2019 Water Quality Report Card.

Seasonally, we had a wet spring and early summer, but the end of the summer and early fall was unusually dry. Our summer samples collected in August show elevated nutrient levels in the downstream areas of our sampling range along the Passaic as well as elevated Chloride levels. These numbers were likely impacted by the high temperatures and dry weather which causes elevated evaporation from freshwater systems increasing concentrations. However, inputs from runoff and waste water effluent are also factors we are looking at.

If anyone is interested in assisting with sampling, please let me know via email sandral@greatswamp.org

Visual Monitoring

Our spring assessments were successful though slightly delayed due to wet weather conditions. With the help of our Stream Team Volunteers, we surveyed 20 sites throughout the region. Spring assessments indicated high water levels and flood conditions as well as increased erosion in many areas.

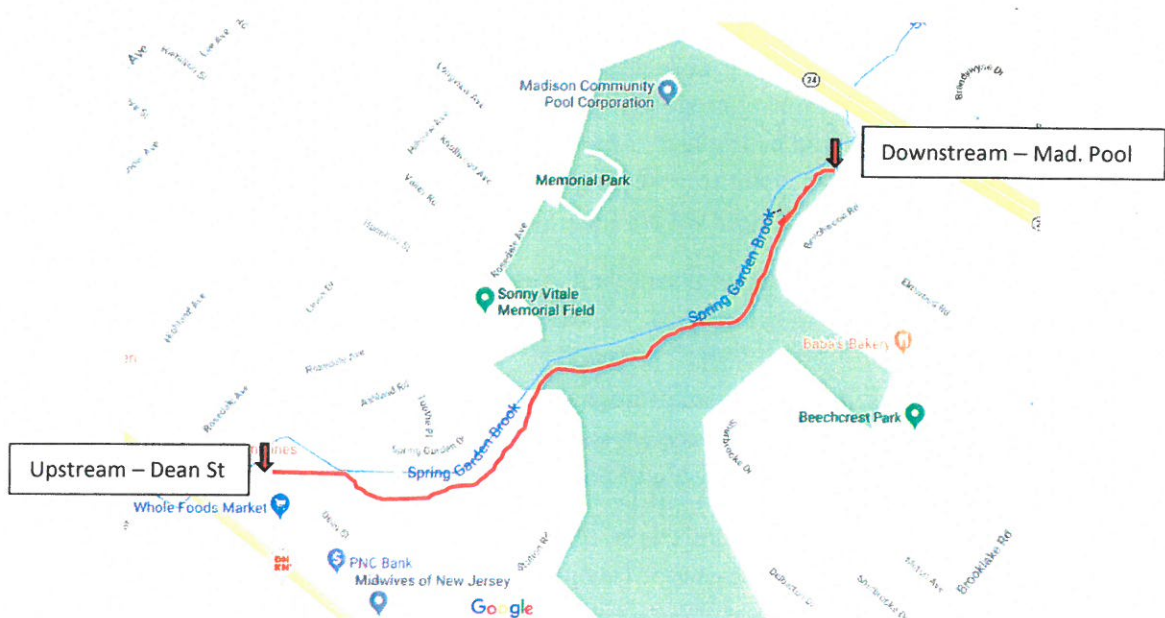
Our Fall assessments are currently underway. With a successful spring training we have 2 new assessment teams and our fall assessment training, held on Oct 26th, added another new assessment team to our volunteers.

Our spring assessment training will be held in early April of 2020.

If you are interested in volunteer monitoring, please contact me at sandral@greatswamp.org

Bacteria Sampling

Our initial 2019 Bacteria sampling run for the full five weeks from July 9th through Aug 6th. Results along the Silver Brook continued to be mostly within normal limits, as they were last season. The one elevated sample was collected following a significant rain event and all samples, from all sites, collected that week were elevated. In 2019, we found continued elevated levels of bacteria along Spring Garden Brook in Madison. Our primary sampling site is in the area behind the Madison Pool where we have worked with the Madison Nature Nuts program in the past. Two years ago, when working with this program, an odor of sewage was noted near the stream. We began with a single sample that year and followed up last year. This year, with continued elevated bacteria being observed, we followed up post sampling season with further sampling along the corridor upstream from our primary site (see map below). Finding elevated levels all along the stretch of stream between the Madison Pool and Dean St. GSWA contacted Astri Baily, Madison Town Council, and met with her on site and with a member of the Madison DPW.



After our meeting GSWA did one final round of sampling, collecting six samples along the stream reach. The results were reported to the town and they are investigating possible sources of contamination. We will continue to work with them to resolve the issue.

Macroinvertebrate Sampling

Macroinvertebrate sampling was conducted from late June into July. Samples were collected from 11 sites, including sites along the Silver Brook, for a baseline prior to our restoration work there, and extra

sites along Loantaka Brook to follow up on the success of our work at Seaton Hackney Stable several years ago. Samples will be processed by Normendaeu Inc. Results are expected in Jan to early Feb.

Education

SWaMP –

We had a successful SWaMP school year in 2018-2019 with 38 programs. This included both SwaMP and S2S field trips as well as some in-school introductory classes prior to field trips. The 2019-2020 school education programming is starting strong as well with new expanded trips with a number of our existing schools. We worked with Watchung High School for the first time this fall with a successful trip to the Watchung Reservation for sampling. On this all day field trip students experienced hands on chemistry sampling, conducted NJDEP Visual Assessments and sampled and identified aquatic macroinvertebrates.

In Oct, GSWA worked with Dover High School sampling along the Rockaway River. Students conducted sampling at two sites, one upstream of the town center and one downstream, and were able to compare and see the impacts of the town on the water quality in the stream. Students also experienced a guided tour of the Dover Water Works and were able to make connections to the groundwater source of their drinking water and the importance of protecting the water quality of the surface waters in the area.

Adult Education –

We held a successful Stream Assessment Training Class in October, as mentioned above. Our next class will be held in the spring in early April.

Currently I am also sharing my knowledge of the watershed with students at Drew University. In August I began teaching, part-time, a Freshwater Ecology class.

Microplastics –

Our primary round of microplastics sampling for 2019 is complete with 17 samples collected from throughout the Passaic River region. Samples are being processed by Jersey City University using the Fenton method to digest off the organic materials collected in the samples leaving only the in-organic materials to sort through. The plastics will be sorted by size and basic type of plastic (film, chip, fiber, ect). Some samples will then be further analyzed to determine the chemical makeup of the plastic polymer. This will help to better understand what the primary source materials for the microplastics in our water are.

We have already been able to utilize the results from our pilot study in 2018 to help support local efforts in Madison and Chatham to pass ordinances to reduce single use plastics by putting bans and restrictions on plastics bags in retail stores. With the data from our 2019 study we will continue to push for communities to help reduce dependence on single use plastics and keep them out of our area.



Figure 1: Watchung HS students identify macroinvertebrates as part of SWaMP programming

Overview



Our most productive field stewardship season to date is winding down, with only a couple of weeks until our final post-thanksgiving community workday closes out the season. As we approach Thanksgiving, we are indeed thankful for the many hundreds of hours of stewardship volunteered at the GSWA Conservation Management Area site throughout 2019. Without the sweat equity of several hundred volunteers, and almost 2,000 volunteer hours, we could not hope to undertake the ambitious management goals we have for the property.

This year has seen increased generosity by old corporate partners, the development of new partnerships, and planning for further diversification of the corporate workday program in 2020. Updates below show completion and finalization of many projects we have been working on over the last 2 years, and it is rewarding to finally cross some of these projects off our *to do* list. We are beginning planning for hardening and increased resiliency of the trail system at the site to address the wetter conditions that will likely prevail after the stream restoration and vernal pool enhancement that will occur as part of the NRCS EQIP grant restoration is carried out. Since we are utilizing the site for teaching more intensely, and for more of the year, we must also continue to make improvements that enhance the CMA as a site for learning. See below for more information on how we are working toward this.

We have had several potential land donors contact us regarding parcels in the watershed that they wish to dispose of and we continuing to move forward with our screening process laid out by our obligations under the Land use Committee and LTA guidelines. A 10 plus acre parcel in Chatham Township (Kent Property) adjacent to the Hoag tract is of interest, and has potential for its conservation value, water quality impact and restoration potential. It is also in the acquisition zone of the Refuge. We are moving forward with the process of contacting the landowner, the Great Swamp National Wildlife Refuge, and potential restoration practitioners.

Stewardship Update

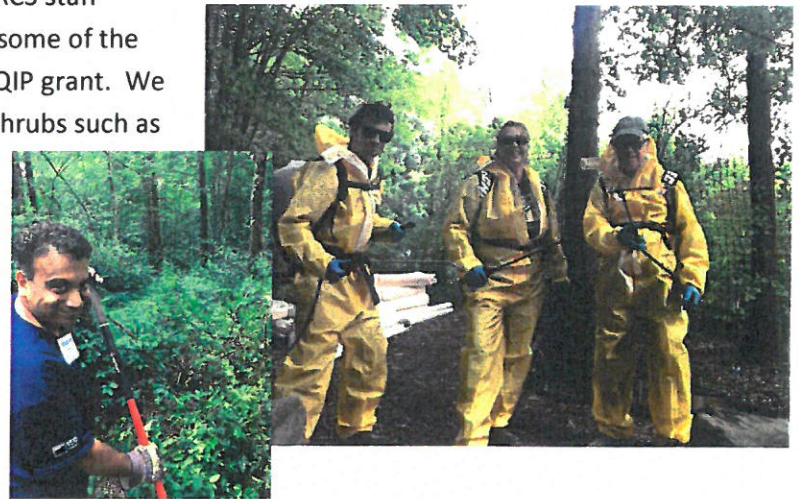
In late September we completed the plantings, staking, and tubing of 400 trees and shrubs to fulfil our Nature Conservancy Roots for Rivers grant. After some back and forth about the need to tube any new plantings with the staff at Nature Conservancy, we called uncle, and spent more than 150 people hours staking and tubing previously installed plants along the Silver brook.

While not the most aesthetically pleasing look for a restoration, the tubes will protect plants from browse, and allowed the release of the second half of our \$7,300 grant for the project, which saw more than 1,050 shrubs



and trees planted along the stream corridors of the CMA, and in portions of the HLT parcels- these plants vegetated areas left bare after we cleared invasive species crowding along the streambank.

Again, in late September, we were proud to host NRCS staff inspecting our property to check for completion of some of the practices we must undertake as part of our NRCS EQIP grant. We committed to removing 8 acres of woody invasive shrubs such as Multiflora rose, Privet, Honeysuckle and Oriental Bittersweet, and treating 8 acres of non woody invasive plants such as Japanese Stilt grass, Japanese knotweed and garlic mustard. The attached map shows the extensive areas we have worked on clearing over the last two years. Invasive removal cannot be a single time event and follow up chemical treatment is often needed multiple times to rid an area of invasives.



Areas where hand removal occurred in the last two years will need chemical follow up for several more years for successful eradication. However, by using volunteers for the initial removal, we reduce by hundredfold the amount of herbicide that we must apply to accomplish eradication. This approach is more labor intensive, but far better for protecting the water quality of the resource we are stewarding. We will now receive the payment due from NRCs for the invasive work carried out.

Our 2019-20 herd Reduction Hunting program is underway for the 2019-20 season. We met with some of the hunters who are currently permitted to hunt the 73 acres we own. Some changes to the agreed rules for this year include that all permanent stands will be removed at the end of the season, ancillary hunting equipment on the Lamorgese property will also be removed, and we will continue to keep the Lamorgese tract closed on weekdays during the bow season. Building a working relationship with the hunters is critical to having the maximum number of deer removed from the site. Since much of the acreage we own is not fenced, any restoration efforts are hampered by high deer densities, and there is a linked effect of high populations and decreased water quality for several reasons. All entrances to the site are posted with the times and types of hunting that occur. See attached for complete dates. We are attempting to maximize hunting at the site while maintaining trails availability for recreation.

We have completed the marsh restoration underway for much of the 2019 season. Invasive European Buckthorn and red maples have been removed to ensure the site holds water longer and stays as an open, sunny

area. Raised boardwalk has been shored up and aging boards replaced, and a new 12x12 teaching platform completed by volunteers Steve Gruber and Wes Boyce in time for our fall educational programs at the site. We intend to create a spur from this raised boardwalk to the new Lamorgese section of the CMA after the restoration disturbance has abated. Next on the agenda is to ensure the connector trail leading to the rest of the property from the rear of the marsh is more usable during wet parts of the year. This connector trail, which is prone to flooding, leads from the back gate of the fenced section of the property, along the rear of the Lamorgese parcel and onto the Yellow trail at the rear of the Horizon trail.



A basing Ridge based Eagle Scout candidate will be working at the CMA over the coming months to GPS and assess the state and location of the many bird and other nesting boxes installed around the property. He will prepare a map and photo correlated to each box at the site, and then install 8 bat houses around the property. We continue to work with eagle scouts for potential projects at the site, and to advise other scouts on alternate locations for their projects.



In October, we finally hosted a many times cancelled workday, with the law firm of Chiesa, Shahinian & Giantomasi. GSWA supporter John Valeri had initially contacted us about hosting his firm for an Earth day project, but through many rainouts we were eventually able to accommodate the group in Mid-October! They helped build two benches and locate them along the Silver Brook where we conduct our water quality program field trips. This will help students to have a place to put items as they work on conducting their assessments.

They also helped us clear-out and tidy our storage shed and spruce up the area around the entrance.

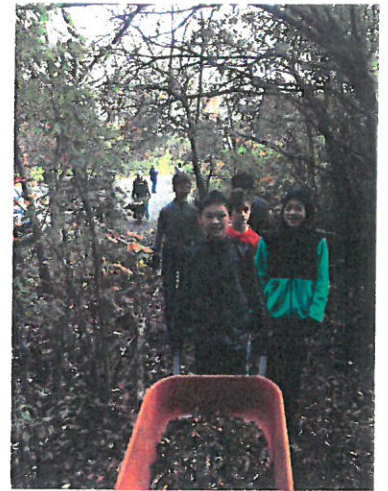
This spruce up continued at the end of October when we hosted 69 (count 'em) students from The Pingry school as part of their school wide community day of service. 37 Middle schoolers competed to see who could spread the most mulch at the rear of the property, essentially holding wheelbarrow races with mulch laden barrows! Due to the large size of the group, we even borrowed 7 additional wheelbarrows from a local source to enable maximal efficiency! 31 high school students conducted some mop up invasive removal in the same rear portion of the property that we have been working on this year with our corporate groups. While there is a discernible difference between the highly motivated Goldman Sachs workers and the typical high school students,





part of the process of hosting a workday with teens is exposing them to the outdoors, the idea of volunteer work and the concept of working in an area that might be outside their comfort zone. Consequently, we take a long view of the amount of work we achieve on these workdays and view them as part

stewardship and part education for future stewardship citizens!



We continue to be asked to give advice and input on stewardship to individuals and other local area groups. We met with the friends of Foote's pond Woods in early October to talk about managing a site with primarily volunteer help, and to see how the two entities might work more closely together. Foote's pond is one of our water quality testing sites and is adjacent to the Alexander Hamilton Elementary school. The friends' group is trying to conduct invasive removal at the site and to encourage public use of this great pocket park and pond. We met with the science teacher at the school and agreed a program GSWA will conduct with the students, and prior to its occurrence, cleanup work that the friends' group will conduct to ensure the program location is accessible and the program a success. We also shared BMP's for eradication of species of concern around the pond. We will showcase the CMA and the work that we do there for stewardship and educational goals to the Garden Clubs of America Conference next May. Staff are working with Garden Club of Madison members to plan their field trips to local areas to highlight restoration efforts. Local area educational institutions such as Fairleigh Dickenson University, Drew university, and Raritan Valley Community College continue to use our site for stewardship education and research, and we actively encourage this use.

IMPORTANT!!

Our Sunday after Thanksgiving workday will take place on 12/1 9am-1pm, and we encourage all of you and your families to attend.

We will prepare the trails for winter, raking leaves, spreading mulch and cleaning up, before taking a casual hike around the entire trail system to review the work we have accomplished this year. Please register online at the GSWA website or let us know if you will attend. If you have a wheelbarrow, rake or chainsaw (and have completed our short online chainsaw safety video) we would sincerely love to have your help.

CAUTION

HUNTING OCCURS IN THIS AREA.
TRAILS ARE OPEN EXCEPT DATES AS
NOTED.

PLEASE PROCEED WITH CAUTION AND DRESS
APPROPRIATELY

Sept. 23th 2019-Feb. 8th 2020 Bow Season

-Bow hunting occurs in vicinity. Trails **OPEN**

Dec 9th-14th 2019: 6-day Firearm Season.

-All GSWA Trails **CLOSED**

Nov 23rd 2019- Feb. 8th 2020: Shotgun Season.

-Hunting occurs in this area-

-Trails **CLOSED** Mon-Fri dawn-12 noon

ABSOLUTELY **NO HUNTING** WITHOUT

EXPRESS WRITTEN PERMISSION FROM:

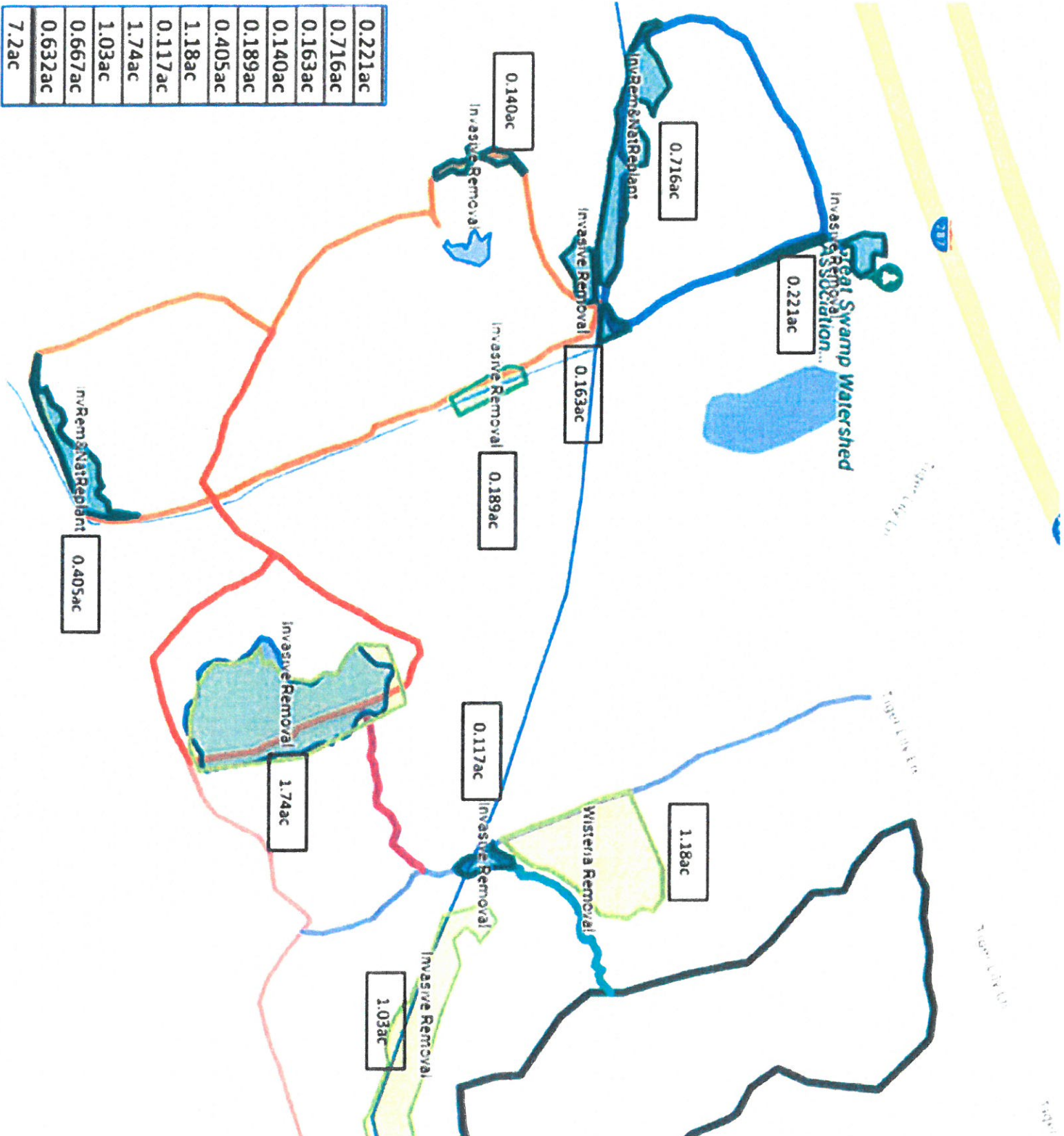
GREAT SWAMP WATERSHED ASSOCIATION: PO
BOX 300, NEW VERNON, NJ 07976 (973) 538 3500

Enquiries : (973) 538 3500



www.GreatSwamp.org

CMA Trail Map for orientation, showing area with invasive removal, and native species replanting, and area of work conducted in the fall.





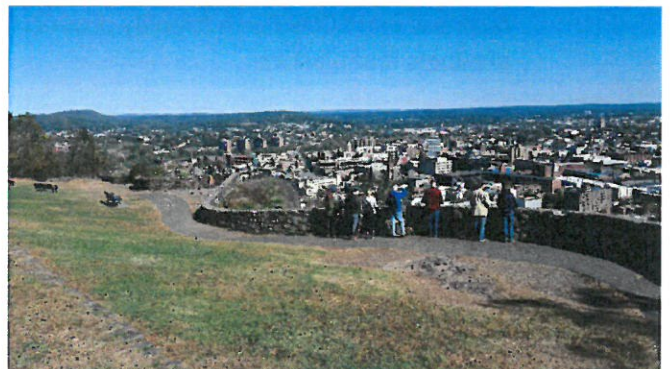
Overview:

Our fall so far has consisted of a diverse mixture of school, public and other educational programming and outreach. We have offered public hikes to highlight downstream locations such as Garrett Mountain, explored recycling plants and practices firsthand, and continued offering old favorites such as moonlight hikes along the trails of the Great Swamp NWR and Columbus day hikes for kids and CMA hikes for pooches. We have worked with schools we have partnered with for more than a decade such as Madison and Chatham High Schools, to new schools visiting us for the first time such as Waldwick Montessori and PS school 7 in Paterson. We continually strive to find the balance point of offering education upstream and downstream to new partner schools and old, without stretching our resources too thin!

One highlight is the concentration and expansion of our work in Paterson. During the 2018-19 school year we worked with five Paterson schools and 800 students, and in the first two months of the current school year we have already had more than 250 student contacts, with a potential total of 1,000 for the current school year from seven Paterson schools. We continue to partner with other organizations in our 'plays well with others' approach, and are collaborating just this fall with the Great Swamp Partners, working with Students2Science, the Trust for Public Land and Green Faith Organization, as well as the National Park Service at Paterson Great Falls and Jockey Hollow. see below for some more detail.

General Public Programming

We have held a steady stream of programs over the last two months including two well attended hikes to Garrett mountain, rising 500' above Paterson, and commanding panoramic views of the Passaic river basin. We are continually introducing downstream locations to our membership, while at the same time trying to attract more participants from communities further afield from our headquarters. Participants to the Bayshore recycling plant were both impressed at the volume of recycling and a little depressed about the current market for plastics and the ongoing problems with contamination of the recycling stream. GSWA



continues to highlight recycling as part of our plastic reduction education following the microplastic sampling of the Passaic conducted by staff. Education on this subject fall within the watershed friendly living programs and have included programs on environmentally friendly cleaning products, correct recycling for your community, recycling of difficult to deal with items and composting.

As ever, night hikes and natural history programs continue to be popular, and not just for people. Students off school for the Columbus Day holiday enjoyed a hike along the orange trails of the refuge, and a bright early November day saw owners and their pups take to the trails of the Conservation management area to highlight that the area is dog friendly.

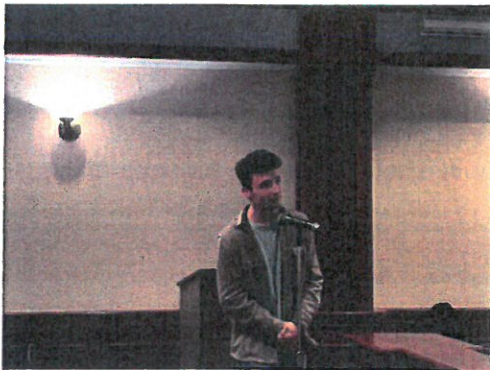
We will be shortly begin planning our winter spring programming, which must, by necessity wrap around our busy spring teaching schedule. Plans include again offering the successful environmental pub quiz, bird box building workshops, breakfast briefing speaker series, collaborative natural and cultural history programs with the staff of Jockey hollow and developing a couple of new Newark and Paterson based programs.

Fall programming continues, see below for two programs we hope you will join us for.

Upcoming events: Post Thanksgiving workday and Hike- 9-1pm December 1 at CMA. Work off your excess calories and help get our CMA ready for the winter-then hike to see your hard work

Behind the Scenes Hike at Great Swamp National Wildlife Refuge. Saturday December 1. Enjoy a hike behind the scenes with refuge deputy director Lia McLaughlin

Civic, Community and Outreach Events.



Staff attended the Chatham township meeting where the discussion, comments and vote occurred to ban single use plastics. The Chatham Environmental Commission had asked us to present our microplastics findings to the committee. GSWA was present to express our support for the passing of the single use plastic ordinance, which ultimately passed, by 3-1 vote.

We also participated in an area Green faith panel, which was a collaboration of speakers on environmentally friendly cleaning products. Other speakers were from Sustainable Haus - a zero waste local cleaning/home living products local

business and ECOS Earth friendly products. Staff were there to speak about water quality, cleaning products and plastics.

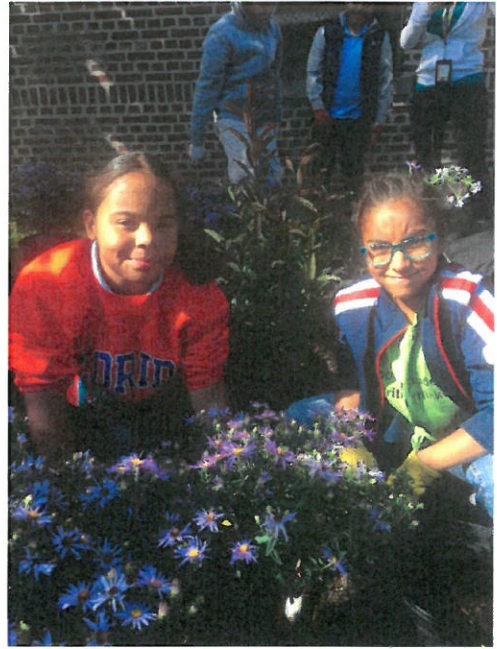
Staff attended the annual Watershed Conference in early November, networking and sharing practices with other area watershed associations and organizations.

K-12 School Programs:

A growing component of GSWA's educational programming is the work we carry out around rain garden installations. We continue to work with most schools who have had rain gardens installed, building deeper, more sustained partnerships with the school, educating new students on the purpose and function of the rain garden as a water quality and quantity improvement in their community, and ensuring the rain gardens stay healthy, are used for education and are explained to the broader community.

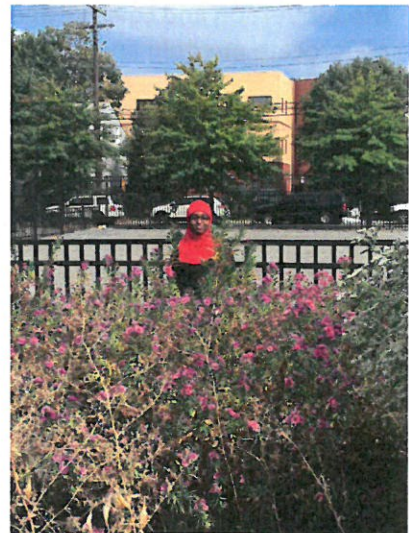
As mentioned last report, GSWA was selected by the Garden Club of Madison to be put forward for the Garden Club of America Founders Club award. During September, Hazel twice toured members of the Garden club grant committee around the rain gardens that have been installed in schools in Paterson. Garden club members got a chance to chat in person with teachers and students directly benefiting from the installed rain garden at PS28. Members also visited the rain garden freshly installed at PS7, which was waiting to be planted after students completed a lesson where they chose the plants that would be installed. GSWA recently heard the great news that we are a top three finalist for this National award!

This means that we will receive a minimum of \$10,000 for the project. If selected as the winner, we receive \$30,000 to conduct education and install two more rain gardens in Paterson schools.



Staff spent a day with our favorite students at PS28 weeding the rain garden installed two years ago. By continuing to work with the students and staff, students are learning how to take care of the garden, which plants should stay and which should be weeded, and students continue to engage meaningfully with the site at their school. The garden was filled with life, including goldfinches, ladybug and milkweed

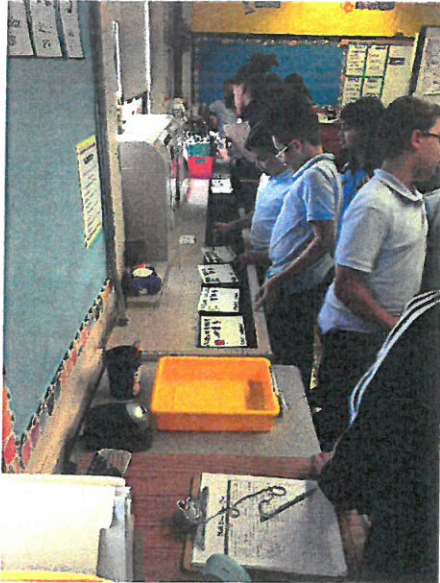
larvae and many monarch caterpillars and butterflies. This email excerpt, received from the PS28 Science teacher shows the importance of our continued work with these schools.



"Thank you

for coming out to clean up the Rain Garden. It looks so much better and students are taking more ownership as a result.

I had 25 students sign up the Garden Club after our Rain Garden clean up. Now we can do some fall cleanup! Maureen Bruins."

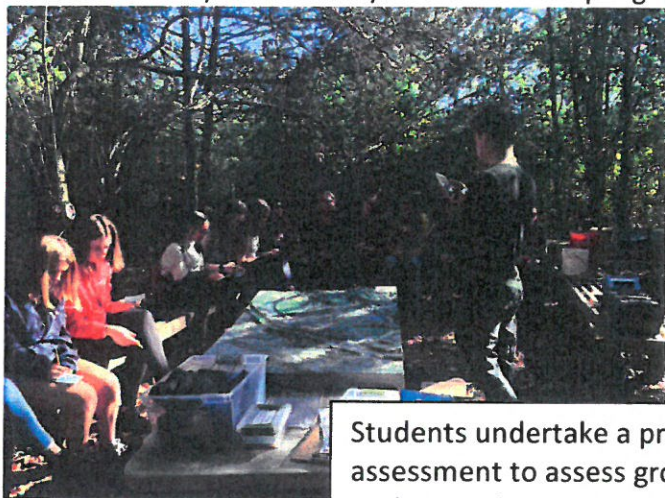


We worked with 70 new 6th graders at Paterson PS7 for the first time this fall. First presenting our in-class water quality program, next helping them explore their schoolyard-searching out where water flows across the surface, which areas are permeable and impermeable, and using math to calculate the percentage impervious cover. Finally, working with them on choosing and finally planting native pollinator friendly plants in their newly constructed rain garden. Next spring, we will continue to work with these

students on a field trip to Great swamp and to help them with a piece to help develop outreach to their community on the work they have undertaken installing a rain garden.

We have partnered with Trust for Public land as they begin their ten-week playground design program with students from Newark's Lincoln school. We presented our water quality program so that students understand the need to incorporate water quality and stormwater management into their playground redesign. Staff helped lead the playground exploration and will host the students on a forest ecology program at the Conservation management area. TPL has worked to help GSWA establish relationships with successful Newark schools and we have previously worked with Mount Vernon and Louise E Spenser school after introductions from TPL staff. It is a pleasure to reciprocate our help and be an instrumental part of the program for Lincoln school.

Although GSWA only taught four of a possible ten S2S programs this fall, our 10 dates for the spring are already filled, and scheduling the busy spring to best capacity will require flexibility and careful planning. We have many dates already booked for the spring with non S2S programming also.



Students undertake a pre-assessment to assess growth in understanding at a recent CMA ecology and water quality field studies program

Communications Board Report – Val Thorpe

November 2019

Events

We offered a large variety of environmental programming to the public this fall. As a follow-up to our Breakfast Briefing on recycling, a sizable group traveled to Keasbey, NJ to tour the Bayshore Recycling Plant. It was a real eye-opener and attendees expressed their sincere gratitude to us for the opportunity to gain such useful information first-hand. Our hikes have been well attended, and our first-ever astronomy night took place on a crisp, clear night. Led by the North Jersey Astronomical Group, this program allowed star gazers to see and learn about a great deal of constellations in the September sky. The hard cider tasting fundraiser was a big success, bringing in nearly 50 people and yielding 6 new family memberships! And our ever-popular dog hike at the CMA had a lot of tails wagging. We are currently ramping up for the Nov. 13 annual meeting, which is shaping up to be a good crowd. We will also host a “Post-Gala Luncheon” on Nov. 14 with select people for the purpose of gathering feedback about our gala and others for use at future galas.

We will end the year like it began and remained... busy! Please join us at one or more of the events below, and visit our website’s event page for additional details at <https://www.greatswamp.org/events/>

- 12/1 Post-Thanksgiving Cleanup and Hike at the CMA
- 12/3 Post-Gala Wine, Appetizers & Conversation
- 12/12 Board Holiday Party
- 12/14 Behind the Scenes Talk & Tour at the Refuge
- 12/21 Hike - Jockey Hollow Then & Now, and What May Have Been

60th Anniversary of the Launch of a Battle to Save the Great Swamp

December 3rd marks the 60th anniversary of the first article to appear in the paper alerting a shocked community of the plan to build the jetport. To commemorate this important anniversary, the *Great Swamp Partners* are collaborating to offer **five family-friendly, indoor and outdoor experiences in December that are free and open to the public.** GSWA is a member of the *Great Swamp Partners*, a collaboration of non-profit and government organizations located within the Great Swamp Watershed “dedicated to protecting and enhancing the natural resources necessary to maintain ecological balance for present and future generations while providing recreational, historical, and educational learning opportunities for the public.” **GSWA will submit a press release at the end of November announcing the anniversary, the partnership, and the upcoming events.**

Great Swamp Partners:

- Great Swamp Watershed Association (GSWA)
- Great Swamp National Wildlife Refuge (GSNWR) and Friends of the Great Swamp National Wildlife Refuge
- Somerset County Park Commission Environmental Education Center
- New Jersey Audubon Society (NJAS)
- Morris County Park Commission Great Swamp Outdoor Education Center
- The Raptor Trust
- Morristown National Historical Park

WEBSITE – AT-A-GLANCE

Fun fact #1: The highest number of visitors we have ever had since the 4/22/17 website launch was on June 8, 2019. This was the day before the music festival and topped out at 621 visitors.

Fun fact #2: 60% of our website visitors do so via their desktop, with phones at 35%, and tablets at 5%.

GSWA's website activity trajectory continues to grow steadily in three categories: Sessions, Users, and Page Views. While there is no dramatic news to share, we are steadily growing and increasing traffic. We continue to research new and interesting content to attract users. If you happen to see an article of interest, please email me the link and we will be sure to promote it. The chart below shows our growth since our new website launch on 4/22/17.

Users = individuals who visit our website

Sessions = user interactions with our website - a single session can contain multiple page views, events, social interactions, and ecommerce transactions.

Page views = specific pages visited on our website

Month	Users	Sessions	Page views
2019			
Mid-Nov	51,000	68,000	100,600
Aug	46,000	61,000	99,500
May	37,000	50,000	88,200
Feb	31,000	42,000	74,500
2018			
Nov	27,000	37,000	66,000
Aug	22,000	30,500	55,000
Jun	18,000	26,000	47,000
Apr	14,500	20,000	38,000
Feb	11,000	16,000	31,000
2017			
Dec	9,000	13,000	25,000
Oct	7,000	10,000	19,500
Aug	5,000	7,000	13,500
Jun	3,000	4,500	9,000

SOCIAL MEDIA

Facebook: We've seen a decent increase in page likes and followers in the pasts 2 months

Page Likes – 2890 (up 28 since August, an average increase)

Followers – 3048 (up 31 since August, an average increase)

Instagram: Followers – 1235 (up 55 since August, a higher than normal increase)

Twitter: Followers – 2287 (up 3 since August, a smaller increase than normal, but we're working on it!)

Press - GSWA in the News

- September 18, 2019 our Gala press release appeared in NJ Hills Media (electronic and hard copy) and other local papers announcing the event, the vegan challenge, and our honoree, Congresswoman Mikie Sherrill.
- October 8, 2019 NJ Hills Media shared 34 pics from our Gala on their electronic newspaper, and we were featured in the October 11, 2019 Happenings in the Hills section.
- November 21, 2019 a press release will be printed announcing GSWA's participation in Giving Tuesday (an international day of giving) and that GSWA has once again received a 4-star rating, the highest a non-profit can receive from Charity Navigator.

***If you haven't done so already... please follow us, like us, and share.**

Use the links below to join GSWA's social media, then copy/paste the info below and share with your families, friends, and colleagues:

Please support the Great Swamp Watershed Association (GSWA) by liking and following us on social media!

Facebook: <https://www.facebook.com/GreatSwamp/>

Instagram: <https://www.instagram.com/greatswampnj/>

Twitter: <https://twitter.com/GSWA>

Learn more about GSWA at: www.GreatSwamp.org

Wade's Development Board Report
11.11.2019

Sally and I had lunch with Ann Marie Robbins, a legal associate of Jay Delaney's who has clients that have included the GSWA in their Wills. Extent unknown - follow-up ongoing.

Attended the Allergen Foundation Grant Recipient Reception with Sally and Rick (\$10,000 received)

Attended the Regent Atlantic Neighborhood Nonprofits Group Annual Symposium at the Park Avenue Club with Sally

Attended the "Give or Get" Task Force Meeting to discuss levels of annual trustee giving

Lunch w. new contact at Merrill Lynch and accompanied her on a subsequent tour of our S2S environmental science educational program with students in our CMA

Entertained guests at Mary Beth Cooney's ten person invited dinner at the GSWA headquarters

Conference call w. Sally, Tony DellaPelle and Tony's contacts David Coyne and Jeff Hale of The Sheridan Group, a capital campaign consultant. Reviewed their subsequent proposal.

Had a "One to One" with Dot Stillinger re. her board commitments for FY2020.

Attended the New Jersey Watershed Institute Conference on 11.1.2019.

Solicited new members at our Hard Cider Harvest Friendraiser on 11.5.2019.

Attended two Bernardsville Area Networking Group Meetings.

Working on the details and invitation list for a Gala follow-up cocktail party from 5:30 - 7:30 p.m. on Tuesday, December 3rd, 2019 at the new Madison Community Arts Center on Kings Road.

**Great Swamp Watershed Association
Monthly Development Summary
October 31, 2019**

	Oct Actual	Oct Goal	YTD Actual (July - Oct)	Goals YTD (July - Oct)	Percent of Goal Through Oct	Goals July '19 - June '20	Progress to FY2020 Goals	Oct 2018 Actual	July '18 - June '19 Actual
Individuals									
Trustees	150	200	1,400	2,100	67%	30,000	5%	125	28,675
Major Gifts	3,600	12,500	29,100	20,000	146%	187,200	16%	12,000	184,933
Membership	2,153	3,633	12,790	12,732	100%	75,400	17%	3,748	74,605
Total Individuals	5,903	16,333	43,290	34,832	124%	292,600	15%	15,873	288,213
Institutions									
Corporations Restricted	0	10,000	32,500	42,500	76%	66,500	49%	0	59,543
Corporations Stewardship Rest.	0	0	700	700	100%	6,700	10%	n/a	n/a
Corporations Unrestricted	271	331	2,789	2,163	129%	12,125	23%	0	12,558
Foundations Unrestricted	0	0	90,000	55,000	164%	122,000	74%	0	84,000
Foundations Restricted	0	0	15,500	16,500	94%	85,700	18%	0	106,475
Total Institutions	271	10,331	141,489	116,863	121%	293,025	48%	0	262,576
Events									
Gala	66,676	149,000	198,971	200,200	99%	200,200	99%	99,396	238,775
Gala - Vegan Match	18,150	-	18,150	-	n/a	-	n/a	-	-
Music Festival	0	0	290	0	0%	44,900	1%	0	46,953
Total Events	84,826	149,000	217,411	200,200	109%	245,100	89%	99,396	285,728
Misc - Income									
Bequest	0	-	51,407	-	-	-	-	-	-
Total	91,000	175,665	453,597	351,895	129%	830,725	55%	115,269	836,517

*includes bequest

Notes

Bequest was not expected and is not a regular part of the annual budget.

1. All individual gifts \$500 and up. Excludes Trustee Giving. In previous years, Major Gifts were included in Membership.
2. Anyone who has donated in the last 12 months + 2 month grace period is considered a member. Membership contributions include: new member donations, renewals, appeals, donations, memorial gifts, and monthly sustaining gifts. Excludes major gifts, trustee giving and gala related donations.
3. Restricted gifts are contributions designated by the donor for a specific purpose.
4. Includes corporate matching gifts.
5. Includes all Gala revenue regardless of source. A major donor's Gala gift, for instance, will appear here and not under the Major Donor category

	A	B	C	D	G
1	GSWA Grant Activity	Current Period Results			
2	Sept 09 - Nov 11, 2019	Actual	Budget	Diff	Comments
3	Corporate Unrest.				
4				\$0	
5	Sub total	\$0	\$0	\$0	
6	Corporate Restricted				
7	Investors Bank Fdn.	\$7,500	\$7,500	\$0	Environmental Education
8	Allergan Foundation	\$10,000	\$10,000	\$0	1st Grant- Educ & WQM
9	Sub total	\$17,500	\$17,500	\$0	Timing - PSEG, Investors
10	Foundation Restricted				
11	Watershed Institute	\$3,675	\$3,675	\$0	CMA - Roots for Rivers Program
12	Sub total	\$3,675	\$3,675	\$0	
13	Foundation UnRest.				
14	Victoria Foundation	\$25,000	\$25,000	\$0	
15	Fred Fatzler Foundation	\$2,000	\$2,000	\$0	
16	Sub total	\$27,000	\$27,000	\$0	
17	Total Grants	\$48,175	\$48,175	\$0	
18	Applications Submitted & Pending Approval	Total O/S			
19	PSEG - \$20k Education, Lillian Schenck Fdn. \$5.0 Education, BASF 2020 Unrestricted Funding \$7.5k, Garden Club of America, \$30k - Paterson Rain Gardens & Education, Hyde & Watson Fdn, \$10k Computer Equip. Lowell Johnson Fdn, \$5k Education, Comm. Fdn of NJ, \$5k Paterson Educ., Meewarth Fdn. \$15k Educ., Summit Area Public Fund, \$12k Educ. and WQM, Tyler Fdn. \$20k Educ., Novartis, \$5k GOS.	\$134.5k			For purposes of this report, Actual Amounts include grants awarded in period indicated, but not yet received.

Summary of Kent transaction as of 11/2019

We are requesting authority to negotiate and execute a contract of sale either as a donation or acquisition up to \$10,000 for a ten acre vacant parcel in Chatham Township. There may be potential for one building lot which could make the property worth anywhere from \$350,00-\$500,000.

Undevelopable, it is probably worth \$30,000-\$50,000. We believe we can get the property donated or for a very nominal amount.

Our Projection Selection Criteria worksheet is attached.

The property meets our mission. It touches the three acre Hoag parcel which we own and is contiguous to the GSNWR. Ultimately, we would probably convey the property to the Refuge. We have walked the property with Refuge staff and they are interested in acquiring it through us.

We will have to do our due diligence and have a Phase I environmental assessment performed and probably a Phase II. If the environmental assessment reveals unacceptable contamination, we would have the right to terminate the contract. If there is minor contamination (which there may be because there is fill and at least one drum on the property), after closing we would seek to have a remediation company restore the property. We anticipate that this could be accomplished by a corporation needing wetland mitigation credits, possibly PSEG. The reason we would acquire the property first instead of the Refuge is that, as a federal entity, the Refuge could not benefit from a third party doing the restoration.

We will discuss in more detail at the board meeting, but please feel free to reach out to Sally if you have any questions in advance. Thanks.

Great Swamp Watershed Association

Project Selection Criteria and Initial Fact Sheet for Land & Easement Acquisitions
Schedule A of Policy for Selecting and Approving Land Acquisition Projects

Schedule A: Project Selection Criteria Checklist:

PROJECT SELECTION FACT SHEET Dated:

Preliminary request to be presented to the Board of Trustees for authorization to move forward with project, (to be filed with Board Minutes). The Board of Directors retains discretion over project acceptance and will evaluate each project and proposal on its own merit after careful investigation.

PART I: PROJECT OVERVIEW

1. PROJECT NAME: Kent
2. HOW WAS PROJECT IDENTIFIED: board member conversation with owner's son

Subsequently, Fred Kent (son) called Sally June 2019 saying mom was moving out of state and was ready to dispose of property.
3. DATE OF SITE INSPECTION: 3/3/17 BY: Sally Rubin with Steve Souza, Princeton Hydro, Brian Cramer, Green Vest, and Doug Pitney neighbor

6/13/2019 Hazel England and Sally Rubin
9/4/19 inspected by Hazel, Sally, and Steve Souza from Princeton Hydr
9/26/19 inspected by Sally and Mike Horne, Refuge Manager, and Lia McLaughlin, Deputy RM
4. STREET, CITY, COUNTY: Evergreen Rd., Chatham Township, Morris County
5. BLOCK: 14 LOT: 47
6. ASSESSED VALUE: \$82,600 taxes \$1,514
7. OWNER'S ACQUISITION COST IF KNOWN:
8. TRANSACTION TYPE: _____ Easement OR X Fee
9. ___ Donation IRC 170 _____ or _____ Purchase
10. ACREAGE 10
11. CHARACTER OF PROPERTY (include a Map): wetlands and floodplain forest in Black Brook subwatershed. Adjacent to existing GSWA owned parcel and adjacent to GSNWR. **Possible good remediation/restoration property.** Per Hazel's conversation with Sue Hoag (former neighbor and former Mayor), site was used for heavy construction machinery storage for many years. Roofed open structures covered parts of area. Probably compacted soils.
Both Steve Souza and Mike Horne felt that the contamination (fill and old surface drum), if any, was minor. Would probably require both Phase I and Phase II Environmental studies.
12. DOES THE PROJECT MEET THE MISSION: YES Explain: Contiguous with existing property. Wetlands and historic fill, which could be remediated for improved hydrologic function. Potential for wetland mitigation

Great Swamp Watershed Association

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funding for restoration. Per Sally's inspection and conversation with the Refuge, the Refuge would be interested in ultimate ownership. Best for GSWA to acquire and facilitate restoration and then convey to Refuge. Mike Horne believes PSEG would be interested in doing the restoration as they have an obligation in the Passaic.

11. SUMMARY OF PROPOSED TRANSACTION: UNKNOWN. Initial contact via email with owner's son indicating mother was "ready to dispose" of property. 3/2017 waiting to schedule meeting w/attorney to discuss options. See #2 above

Sally spoke with Fred again in early October, 2019. Fred had called to follow up to see if we were interested. Sally advised Fred that after inspection it appears that the property is most certainly not developable and therefore has little or no monetary value, but that we might still be interested in acquiring the property. He seemed to acknowledge the lack of value. No terms were discussed, but it seems as though it would be a donation.

LPAC met 10/28 to discuss potential acquisition. LPAC unanimously in support of moving ahead with acquisition based on criteria contained in this document.

Sally spoke with Fred thereafter. His mother is definitely interested in proceeding. She would like to recoup the last three years' real estate taxes (which comes to about \$6000), but Fred said that is definitely negotiable. We discussed needing to do a Phase I assessment and probably a Phase II. Sally told Fred we would discuss at our board meeting on November 22 and get back to him ASAP.

PART II: CONSERVATION & PUBLIC BENEFIT ANALYSIS

Public Benefit Criteria:

To qualify for selection, property must meet AT LEAST ONE of the following criteria with preference given to projects meeting multiple public benefit criteria [with the highest prioritization beginning with item i. to the least of item vii].

- i. Project contains important hydrologic features necessary for protecting water supply, water resources, wetland habitat or for providing natural flood control
- ii. Project borders or affects the integrity of the Passaic River or a tributary
- iii. Project contains land that buffers or is contiguous with existing protected open land
- iv. Project contains natural features of educational or scientific value including land used, or likely to be used, for education in land stewardship
- v. Project contributes to the scenic or passive enjoyment of the general public and is readily accessible by the general public.
- vi. Project contributes to protection of lands in furtherance of federal, state, regional or local conservation plans

Project requirements:

- a. Project can convey a clear, unencumbered title

Great Swamp Watershed Association

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- b. Project contains no known prohibitive liabilities – hazardous substances, unsafe structures
- c. Landowner will convey an interest that meets the conservation purposes test
- d. Conservation management costs are reasonable and justified for the scope of the project and sourcing of stewardship funds have been identified
- e. The image of GSWA is benefited
- f. Alternative conservation tools have been discussed with the landowner and GSWA is the best suited.

Feasibility Criteria:

GSWA may find that a proposed project has important resource values and meets the mission and goals, but nonetheless presents issues that may weigh against accepting the project. These issues may include:

- i. UNK Project cost of acquisition is prohibitive.
- ii. UNK Project would be unusually difficult or burdensome to monitor, manage or enforce in perpetuity.
- iii. UNK Landowner restricts the provisions in a manner that seriously diminishes the property's primary conservation value.
- iv. UNK Project may incur an unacceptable legal or financial liability which causes a public health or safety issue or an exorbitant expense of cleanup such as contamination, or hazardous structures.
- v. N Project offers scenic value.
- vi. N Project may have adverse impacts on conservation resources or public image of GSWA.
- vii. N Future development plans in the area would significantly diminish the conservation values of the site.
- viii. Y There is another organization that is more qualified to achieve the conservation including other land trust or governmental organizations. POTENTIAL ULTIMATE DONATION TO GSNWR
- ix. N Legal, ethical or public image problems are associated with the acceptance of the project.

9. CONSERVATION VALUE / PUBLIC BENEFIT SUMMARIZED: Contains wetlands and potential for restoration to improve hydrology, habitat and flood storage functions. It's contiguous to existing open space and preserved open space, with potential to add acreage to GSNWR. **GSWA owns 3.5 contiguous acres east of property (Hoag). Per conversation with son Fred, adjacent owner Doug Pitney may also be interested in partial preservation.**

PART III: PROGRAMMATIC VALUE ASSESSMENT:

10. IS GSWA THE BEST ORGANIZATION TO PURSUE THIS PROJECT? _____

Great Swamp Watershed Association

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WHY In conjunction with wetlands mitigation funding, GSWA has ability to access wetland mitigation restoration (which GSNWR cannot access). **Probably only if acquired thru donation not fmv purchase. And goal to ultimately convey to Refuge.**

11. IS THIS PROJECT OF HIGH PRIORITY OR SIGNIFICANCE? Y WHY? The project priority increased due to potential acquisition and restoration through wetland mitigation funding with conveyance to GSWA and potential conveyance to GSNWR

12. CHALLENGES / RISK ANALYSIS

DOES THE PROJECT HAVE ANY FEASIBILITY CRITERIA CONCERNS? _____? If YES, explain:

WHAT ARE THE IDENTIFIED RISKS / CONCERNS:

PART IV: TRANSACTION DETAILS

13. ACQUISITION FACTS:

A. Name and address and contact information of landowner(s): Gerald Helfrich, attorney geraldhelfrich@gail.com son Fred Kent fkent@sbcglobal.net 530-306-5426

B. Acquisition price and terms of payment: \$ _____

C. Type and current status of acquisition contract:

D. Deadline for exercise or commitment: _____

E. Estimated acquisition closing date: _____

14. DESCRIBE ANY SIGNIFICANT TITLE, SUBDIVISION, SURVEY OR ACCESS ISSUES: _____

PART V: ENVIRONMENTAL ASSESSMENT:

See the Environmental Assessment Form for more detail.

Visual Assessment Date: _____ By: _____

Great Swamp Watershed Association

Project Selection Criteria and Initial Fact Sheet for Land & Easement Acquisitions
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Findings: _____

Aerials Review Findings: _____

Neighboring Property Use Findings: _____

Is a Professional Environmental Assessment needed? _____

If so what are the results:

PART VI: FINANCIAL / OTHER:

15. DESCRIBE ANY MANAGEMENT OR INSURANCE ISSUES: _____

16. ANTICIPATED STEWARDSHIP COSTS/LEGAL DEFENSE CONCERNS AND SOURCING OF FUNDS:

17. COOPERATING ORGANIZATIONS/PARTNERS:

18. FUNDRAISING COMPONENT/STRATEGY: Describe fundraising and grant needs:

20. COSTS:

Organizational Costs	Landowner Costs	Costs to be Negotiated
	Legal and Tax Counsel	
Closing costs, including title insurance	Survey	
	Appraisal	

Great Swamp Watershed Association

Project Selection Criteria and Initial Fact Sheet for Land & Easement Acquisitions
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ATTACHMENTS: PROPERTY MAP

ACTION REQUESTED: approval by board to pursue acquisition with landowner

BOARD MEETING DATE: 3/16/2017

BOARD MEETING DECISION: action approved

VERIFY AND DISCUSS ANY POTENTIAL CONFLICTS OF INTEREST none noted

Three properties

- Legend**
- NUDEP Data
 - Streams
 - Coastline
 - Stream/River
 - Artificial Path
 - Connector
 - Canal/Ditch
 - Pipeline
 - Wetlands (2012)
 - Parcels Data (Block and Lot)
 - Roads NJ (Centerlines) (1:50000 to 1:5000 scale)
 - Countries
 - Mid-Atlantic States
 - New Jersey
 - Other Mid-Atlantic States



© NJDEP

379 ft

RESOLUTION OF THE BOARD OF TRUSTEES OF
GREAT SWAMP WATERSHED ASSOCIATION

I, Nicolas Platt, Chairman of Great Swamp Watershed Association (GSWA) Board of Trustees, do hereby certify that at a meeting of the Board of Trustees of GSWA, held at its principal office at 568 Tempe Wick Rd., Morristown, NJ, on the _____ day of _____, 2010, at which a quorum was present, the following resolution was adopted:

WHEREAS, GSWA is desirous of obtaining certain real property for preservation as open space, environmentally appropriate stewardship and for environmental restoration initiatives. Such property is contiguous to another property owned and managed by GSWA on Swamp Road in Chatham Township, Morris County, NJ, known by GSWA as The Hoag property.

NOW THEREFORE BE IT RESOLVED, that the Chairman of the Board of Trustees of GSWA and or the Executive Director be and are hereby authorized, empowered and directed to execute the contract of sale for the acquisition of Block 14 Lot 47 on the tax map of the Township of Chatham in the County of Morris, consisting of approximately 10 acres, for a purchase price not to exceed \$10,000 plus reasonable and usual closing costs, including seller's legal fees.

BE IT FURTHER RESOLVED, that the Executive Director be and is hereby authorized to conduct due diligence necessary for the acquisition, including Phase 1 Environmental Analysis, Phase II Environmental Analysis, survey, and title search.

The following persons are duly elected, qualified and acting Officers and or Executive Director of GSWA in the capacity indicated and are authorized to execute and deliver documents on behalf of GSWA for the purpose of binding GSWA and the signatures set forth after their names and titles are their true and genuine signatures:

Name:	Office:	Signature:
Nicolas Platt	Chairman	
Sally Rubin	Executive Director	

IN WITNESS WHEREOF, I have set my hand this _____ day of December, 2019.

John Neale, Vice Chairman, Great Swamp Watershed Association

AMENDMENT 1

to
LEASE

Between

U.S. Department of the Interior
National Park Service

Morristown National Historical Park (Lessor)

and

Great Swamp Watershed Association (Lessee)

For

Reynold's House
568 Tempe Wick Road
Morristown, NJ 07960

THIS AMENDMENT is made and entered effective as of the ____ day of _____, 2019, by and between the United States Department of the Interior (Lessor), acting through the National Park Service (NPS), an agency of the United States of America, and Great Swamp Watershed Association (Lessee).

WHEREAS, Great Swamp Watershed Association currently leases Reynold's House at 568 Tempe Wick Road, Morristown, NJ under the Lease expiring November 1, 2019,; and

WHEREAS, Section 21(c) of the said lease provides that: 'this Lease provides no right of renewal or extension to the Lessee. No rights shall be acquired by virtue of this Lease entitling the Lessee to claim benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646;' and

WHEREAS, 36 C.F.R. Section 18.10. Term and Extension of Leases provides that: 'All leases entered into under this part shall have as short a term as possible, taking into account the financial obligations of the lessee and other factors related to determining an appropriate lease term. No lease shall have a term of more than 60 years. Leases entered under the authority of this part may not be extended, except that, leases with an initial term of one (1) year or more may be extended once for a period of not to exceed one (1) additional year if the Director determines that an extension is necessary because of circumstances beyond the Director's control; and

WHEREAS, Lessee has performed all requirements of existing lease; and.

WHEREAS, the National Park Service needs additional time to non-competitively award a new lease and will therefore exercise 36 C.F.R. Section 18.10 and extend the lease for an additional twelve months; and

NOW THEREFORE, the parties hereto agree that the said Lease is hereby amended as follows:

I. Section 4.1 is deleted in its entirety and the following is substituted therefore:

The Lease Term shall be a period of six years commencing on November 1, 2014 (Commencement Date) and expiring on November 1, 2020 (Expiration Date) or ending on such earlier date as this Lease may be terminated in accordance with its terms (Termination Date). After the term of six months, the Lessee shall have the right to terminate this Lease at any time upon ninety (90) days' prior written notice to the Lessor.

In all other respects the said Lease is hereby ratified and confirmed.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized representatives as of the date heretofore written.

LESSOR

LESSEE

**U.S. Department of the Interior
National Park Service**

Great Swap Watershed Association

**Gay Vietzke
Regional Director
Northeast Region**

**Sally Rubin
Executive Director**

DATE

DATE