

## **Camp Quest NorthWest meeting minutes**

**Round Table Pizza (15730 1st Ave S, Burien, WA)**

**Wednesday, March 11, 2020, 6:30pm**

Board Members in attendance:

President – Michael Warbington

Treasurer – Kathy Amadio

Secretary – Jami Gramore

Members at Large – Meg Vimes, Andrea Kunkle, Bridget Lombardo, Paul Mopps (via tele-conference), Autumn O’Leary (via tele-conference), Ben Frey (via tele-conference)

Others in attendance: Kate Turner, Sebastian Dorrance, Megan Jackson (via tele-conference), Josh Oberg (via tele-conference), Astryd Lyrix-Astyriel, Theo James, Gino Prodan (via tele-conference), Sharon Zolnowsky (via tele-conference)

### **Meeting Minutes:**

**Start time:** 7:04 pm

### **Approving 2/20/2020 meeting minutes:**

\* **Consent Agenda** for 2/20/2020 meeting was approved without objections.

### **Treasurer’s Report:**

\* Kathy emailed the Board the budget and balance sheets.

\* Treasurer will fill out IRS forms.

### **Registrar Report:**

\* July: 34 registered, with 8 on waitlist. Agreed to raise the cap to 50.

\* August: 66 registered, 4 open slots. 3 on financial aid list.

\* What is our COVID-19 refund policy? Kathy put forward her suggestions about refunds. If camper cancels, full refund minus administrative fees. If CQNW/Kirby cancels, full refund.

\* When will CQNW decide to cancel camp? Our plan is to continue following news from the CDC, State, and ACA. Kathy will follow up with the host site. Will formalize the message.

\* Kathy will post on Parents page that we’re monitoring the situation.

### **Outreach Report:**

\* Idaho canceled. Will try to reschedule later, if possible.

\* Peach Jar: \$500 to contact 40 schools. Each school has their own regulations. Not feasible.

### **Staffing Report:**

\* Aug: 37 staff. Working on staff cap.

\* June: 20 staff.

\* Working on EOT party in April.

## **Grants Report:**

\* Awarded camperships, and a few more are pending.

## **Programming Report:**

\* Josh and Sam will be programming new radios.

\* Josh shared the programming retreat schedule (on the shared Google Drive). Asked for volunteers.

\* Discussed COVID precautions to take during retreat.

\* Go or no go for retreat: The Board will decide by next Tuesday.

## **LT Retreat:**

\* Reviewed the weekend. Went really well. Megan Jackson took notes on their programming ideas.

## **Contact with Minors Policy:**

\* The Board talked about the age situation with the LT Discord chat. Campers are aging out, with youngers coming in. Suggestion: When you turn 20, leave the LT group and form a new one. Discussed how other camps handle it. Camper/mentor situation. Public communication. Ask lawyer. Present current policy, along with our proposed change.

## **Vice President:**

\* The Board reviewed the VP job description. Agreed to update the Bylaws.

\* Bridget Lombardo was nominated for CQNW VP.

Vote: Kathy A made a motion, seconded by Meg V, to elect Bridget Lombardo as Camp Quest NorthWest Vice President. The motion passed unanimously.

## **Important Dates:**

\* Planning Retreat: March 20 – 22, 2020

\* First 2020 Session: Camp: June 28 – July 4 (Staff: June 27 – July 5)

\* Second 2020 Session: Camp: August 16 – 22 (Staff: August 15 – 23)

## **Next Board Meeting:**

**April 14, 2020 at 6:30pm**

**Location: Online – <http://gotomeet.me/CQNW>**

**End time: 8:52 pm**