

Camp Quest NorthWest meeting minutes

Teleconference Meeting – <https://us02web.zoom.us/j/4522050347>
Thursday, November 18, 2021, 6:30pm (social), 7pm (official start)

Board Members in attendance:

President – Michael Warbington

Treasurer – Kathy Amadio

Secretary – Jami Gramore

Members at Large – Andrea Kunkle, Ben Frey, Paul Mopps, Cece Crosby, Megan Jackson, Loki Lyrix-Astyriel

Others in Attendance: Kate Turner, Sebastian Turner, Meg Vimes, Andrew Jokela, Kiah Penfield, Gino Prodan, Autumn O’Leary, Sharon Zolnowsky

Meeting Minutes:

Start time: 7:00 pm

Approving 10/19/2021 meeting minutes:

* **Consent Agenda** for 10/19/2021 meeting was approved without objections.

Grants Committee:

* Chairperson: Ben Frey

* Kathy confirmed the needs of Grants. Similar to what was approved during 2020.

Policy Committee:

* Chairperson: Andrew Jokela

* Kiah pointed out that National is giving grants to help with ACA accreditation if desired.

* Andrew shared the committee’s ACA Policy Tracking document, and went through his PowerPoint slideshow of the ACA proposal.

* Overview:

- * Peer-reviewing process for camps

- * Establishes compliance with camp-industry best practices

- * Promotes longevity of information in the event of staff turnover

- * Marketing opportunities

- * Cost: \$827/year

- * 12-month process for initial certification

- * Time ask: 4-6 hours/month

* Andrew: We’re already mostly compliant. Policy is looking for more volunteers to help with this process. We will need to document what we’re doing. Medical procedures – Paul, Mary, and Andrew should get together.

* We’ll need to have camp site visits, which do not cost extra. They will visit for a whole day.

* Policy Updates:

- * New ACA-compliant subfolders in Google Drive:

 - / Camp Quest / Policies and Procedures / Approved Policies

- * Minor edits to existing policies (file name changes, stylistic changes)
- * Approved – Contact with Minors \$ Social Media Policy
- * Approved – Harassment Policy
- * Approved – Volunteer Status Policy
- * Committee Operations - Grants
- * Reimbursements
- * Transporting Campers Offsite
- * Using Trello for Task Management

Vote: (reading from Andrew’s presentation)

* Megan J made a motion, seconded by Loki, to direct Andrew and Kathy to submit an ACA Accreditation application as soon as possible. The motion passed unanimously.

Programming Committee:

* Chairperson: Jami Gramore

* Have not had a meeting yet – was waiting for the Board meeting to pick a date.

* Jami needs a link to the new folder in Google Drive.

* Next meeting: Dec 1

Staffing Committee:

* Chairperson: Meg Vimes

* Budget asks:

- * EOT: \$600
- * Training: \$1,000
- * Staff Grants: \$2,500
- * Background Checks: \$700

* Total: \$4,800

* What the committee’s doing:

- * The usual
- * Try to license 2 or 3 lifeguards
- * Update training per Policy to ACA standards
- * Hopefully a volunteer database that’s functional to future directors

* Next meeting: Dec 8

Treasurer’s Report:

* Kathy went over the proposed budget and pointed out changes. Similar to 2020. Based on \$700 camper registration.

* What do we need before we vote to approve the budget? Kathy: Confirm the pricing for Waskowitz first, then we can approve the budget over email.

* WA Office of Superintendent is offering a grant called the “2022 Summer Program Fund.” Gino has been investigating this and wants to apply on behalf of the org. CQNW checks several of their boxes. The deadline is

Dec 6. Requires demographic information. <https://survey.alchemer.com/s3/6577000/2022-Summer-Program-Fund> Gino shared the document he started working on.

* Fundraising idea from Meg V: Get set up on Redbubble with merch for the holiday shopping season?

Registration Committee:

* Chairperson: Kathy Amadio

* Kathy proposed January 8 to open registration. The Board agreed. We need to post this date soon.

* Still using Active.

* Kathy asked about the LT Retreat. Where? When? Who's the director? Mike would direct. Megan: Look at school calendars for a good time. Research between now and the next Board meeting. Loki to shadow Mike and learn how to lead a retreat.

* Request to everyone: Want changes to the registration form? Tell Kathy.

Kiah's Talk with the Board:

* Kiah Penfield spoke to the Board and attendees about her experiences with a former member of camp. This former member caused her a great deal of harm, and she gave advice about how the organization can handle a situation like this better.

Important Upcoming Dates:

Programming Committee: December 1, 2021 @ 7pm

Staff Committee: December 8, 2021 @ 7pm

Registration Opens: January 8, 2022 @ 9am

Tentative Camp Dates for 2022:

- Camp Waskowitz: July 3 to 9, 2022 (7/2 to 7/9 for volunteers)
- Camp Kirby: August 14 to 20, 2022 (8/13 to 8/21 for volunteers)

Next Board Meeting:

December 15, 2021 at 6:30pm (for socializing), 7pm (official start time)

Location: <https://us02web.zoom.us/j/4522050347>

End time: 9:29 pm