

## Camp Quest NorthWest meeting minutes

**Teleconference Meeting** – <https://us02web.zoom.us/j/4522050347>  
**Wednesday, December 15, 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, Cece Crosby, Loki Lyrix-Astyriel, Megan Jackson

Others in Attendance: Andrew Jokela, Sharon Zolnowsky, Kate Turner, Sebastian Turner, Becky Friedman

### Meeting Minutes:

**Start time:** 7:00 pm

### Approving 11/18/2021 meeting minutes:

\* **Consent Agenda** for 11/18/2021 meeting was approved without objections.

### Staffing Committee:

\*Budget:

EOT: \$600

Training: \$1,000

Staff Grants: \$2,500

Background Checks: \$700

Total: \$4,800

\*Call to Arms:

\* “Ben please join the staffing committee just to help develop the Mental Health Nurse role then you can go we promise.”

\* **Wanted:** Someone to take point on a CQNW monthly newsletter that covers:

\* Next committee meetings

\* ACA/big project updates

\* But mostly just consistently reaching out. When asking for donations, it’s good to have at least 10 touches to 1 ask.

\* Separate email list (parents, prior volunteers, donors?)

\* Request for Mike to create new header/visual elements

Upcoming Volunteer Communication:

\* Sign up for camp on January 8<sup>th</sup>!

\* We need lifeguards, 2<sup>nd</sup>-level 1<sup>st</sup> aid certified person

\* Buy stuff

\* Frogs

\* We have no staff yet, obviously.

\* Next meeting: January 5 @ 6:30pm

\* Kathy: You had an ask for additional support, so we put the question on camper registration – “Are you interested in volunteering?” Need to be sure to utilize it.

\* Andrea: Overview of medical policy changes: Mary is collaborating to make our processes with getting medical information intake up to what is legally required to have a nurse dispense. Help us update the general registration questions – “Please check if you do not want us to give campers these emergency meds.” Also collaborating to get us a form for camper families to scan and email to their doctors to get actual doctor’s orders for prescription medication. Legally, she needs a doctor’s order as a nurse to dispense meds. Also going to work with Kathy to update and make the information that goes in the med binder all 100% where it needs to be.

\* Kathy to Caveman: Could I get the medical template forms from the ACA?

\* Opening volunteer registration at same time as camper registration.

### **Registration Committee:**

\* Kathy: All the registration forms have been drafted and out for review.

\* Kathy to Mike: Need website banner graphic.

\* Kathy: We don’t have LT Retreat information.

\* We have not formally announced dates, so we should do that soon.

\* Waskowitz contract is in the process of being finalized.

### **Treasurer’s Report:**

\* BECU changes are done. Motion was made and approved via email on 11/23/21 to remove Chuck, add Kathy as account admin, and update our address.

\* We received a large donation from dissolution of Olympia Sunday Assembly for \$3,200. Kathy will send a thank you.

\* Kathy emailed the December balance and budget sheets, along with the 2022 draft budget, to the Board for review.

\* Kathy reached out to the accountant that she works with. For the 2021 tax filing, we have negative revenue, which is generally not what you enter on tax filings. We took in money and record that, so Kathy has to separate out all the refunds as an expense to be able to take that outside of the revenue line item.

### Vote on Budget:

\* Kathy made a motion, seconded by Mike, to take the proposed 2022 budget that Kathy sent out and make it our final approved budget. The motion passed unanimously.

### **Programming Committee:**

\* Jami went over the highlights from the Dec 1 meeting. They talked about the theme, rough schedule for the year, budget, LT and Program Retreats, week-long elective programs including Sam’s proposal for a ham radio elective, and brainstormed programming activities.

\* The Board talked about dates and locations for the retreats.

\* LT Retreat: Going for midwinter break, Feb 19-20 weekend, at Waskowitz. Mike will be the director, with Loki as assistant director.

\* Program Retreat: Camp Kirby is available Mar 25. <http://www.campfiresamish.org/rent-camp-kirby/> Need to reserve it asap.

\* Next meeting: January 5 @ 7pm

### **Policy Committee:**

\* Caveman reviewed what they accomplished at their last meeting on Dec 2. Approved 32 policies.

\* The Board went over the following policies:

- \* Arrival and Departure
- \* Non-passenger Vehicles
- \* Emergency Communication

### Vote:

\* Andrea made a motion, seconded by Meg J, to accept these policies. The motion passed unanimously.

### **Grants Committee:**

\* Ben: No one has asked for money yet.

### **Discussion about COVID Vaccinations for Staff and Campers:**

\* The Board discussed vaccination requirements at camp. Most agreed that all staff and volunteers should be vaccinated, with the exception of those who have a medical reason and documentation.

\* Some think that having a negative COVID test right before camp is the most important safety requirement, which means vaccination is not a necessary requirement. Don't need to go beyond federal and state mandates.

\* Others pointed out that we should be doing as much as reasonably possible to reduce risk, which includes requiring vaccination. Government policies are often not based on health and science, so we should go further.

\* Social distancing is no longer happening in schools. Students are getting used to restrictions not being enforced. Everything is opening up, even when cases are still high.

\* We can communicate a stricter requirement for registration. Review and ease up on those requirements later if the COVID situation significantly changes for the better.

### Vote:

\* Mike made a motion, seconded by Cece, to require COVID-19 vaccination for all campers and staff for the 2022 camp with the exception of individuals with a medical exemption verified by a physician or other primary care provider. The motion was approved by 5 Board members.

Breakdown: 5 in favor, 2 abstained, 1 no, 1 not present at meeting

### **Important Upcoming Dates:**

Policy Committee: December 30, 2021 @ 7pm

Programming Committee: January 5, 2022 @ 7pm

Staff Committee: January 5, 2022 @ 6:30pm

Registration Opens: January 8, 2022 @ 9am

### **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:**

**January 19, 2022 at 6:30pm (for socializing), 7pm (official start time)**

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

**End time:** 8:11 pm