

Camp Quest NorthWest Meeting Minutes

Teleconference Meeting – <https://us02web.zoom.us/j/4522050347>

Friday, June 17, 2022, 6:30pm (social), 7pm (official start)

Board Members in attendance:

President – Michael Warbington

Secretary – Jami Gramore

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

Others in Attendance: Soup, Astryd Lyrix-Astyriel, Gino Prodan, Sharon Zolnowsky, Phil Cole

Meeting Minutes:

Start time: 7:02 pm

Approving 5/26/2022 meeting minutes:

- The board approved the minutes from the previous meeting.

Registration Update:

Andrea's report, emailed to the Board:

- We have campers!
 - July - 43
 - As relates to staffing - We are low and could use a few more hands on deck. Recruit, recruit, recruit!
 - Aug - 73
 - As relates to staffing - I am extremely concerned with our numbers for Aug with this many campers (they have dropped significantly recently). Meg J can elaborate, but we need to continue to recruit HARD for both sessions
- We have cleared the campership need for the admitted campers. There is still one camper (2nd on waitlist for July) who has asked for funds, but with our staffing numbers, they are unlikely to get a spot at camp.
- Waitlists -
 - July - 6 campers (in order: solo, 2 sibs, 2 sibs, solo)
 - Aug - 3 campers (in order: solo, 2 sibs)
- We still need to allocate/raise \$400 for an existing registered Aug family who did not sign up for fin aid, but is now in need of some as circumstances have changed.
 - As was discussed at the senior leadership retreat - camperships do not actually involve an outlay of money, only forfeiting that amount in tuition, so that's an aspect to keep in mind. This is not like travel grants, where we are spending money to cover airfare and such.
- We have a staff member who has already received a travel grant, asked for ~\$1000, got \$500, who is concerned about being able to come without more assistance. They are requesting an additional \$300. Given staffing numbers in Aug, I am recommending that we allocate that amount, or very close to it to allow this person to come to camp.
- Mike: For the travel grant, we'll need to know the exact need (airfare, income loss, etc.).
- Mike: When considering the campership budget, we just set a number of funding that we're willing to forgo to use for camperships. It's not an actual pool of money that gets distributed to anyone in the form of a check or reimbursement. It's just money that we don't get coming in. We set an amount every year, and that amount stays unchanged. Not affected by money that comes in at registration to support another

camper, and it's not affected by other fundraising throughout the year. Money that comes in to support another camper just goes into our general fund. Next year when we allocate camperships, we can figure out: Do we want to adjust the amount that we allocate, have a more variable number that we adjust?

- Short term solution: amend the budget so we can accept. When folks apply, there's an option to include an extra whatever to fund another camper's tuition.

Staffing Update:

- July - 19 total staff
 - Breakdown: 4 are new, and 15 are returning (2 or 3 of whom are former LTs)
 - Aug - 29 for sure, and another 3 who are listed as maybes
- Still working on finding climbing wall leads.
- Bailey is lifeguard and first aid/cpr certified. He's offered to teach a class to certify some folks. Looking at late July/early August on a Sunday if there's enough interest.
 - Where to host? Andrea can offer her place. Jami can offer their place as a north-end option, if that is ever needed.
 - Doing the online training ahead of time cuts down on in-person portion.
 - Should have some dummies in CQNW storage.
- Mike: Is staff training on your radar, for when folks arrive on Saturday? Should senior staff take that on?
 - Meg J: We're working on August, but haven't gotten to July. Mike, Ben, and Andrea will get together and look at what we did last year and repeat it.
- Meg J: Soup, can you reach out to graduated LTs? Can anyone volunteer with us?
 - Soup: LT Discord has been dead, but will reach out.
- A communication will be sent out to staff in the next week about arrival times and expectations.
- Training Video about lockdowns? Do we do it? Andrea: Don't do active shooter drills with campers and staff. Just watch the video. Maybe implement it for next year. Need to vet it first.

Programming Committee Update:

- All Program Meeting notes are available here:
<https://docs.google.com/document/d/1YCXKCYrhoE4eGqhQOSqSRfsrXc8wtpOCG8nqPm8hkgo/edit#>
- The committee has had a couple of meetings since the last board meeting and is making considerable progress. We have materials lists for most of the programs. All-camp activity drawing on existing materials. Opening all-camp event. Role playing. Station led by the rogue trainer campers will do an activity based. Mage trainer: similar to Rock Paper Scissors, but ASL signs for Fire Water Ice. Bard trainer: Becky. Teaching the pod a song to sing, or writing a song to sing at campfire. Materials: Additional costuming. Loot system and how it will play into skits at the end of the week.
- Mike can transport most of materials in his folks' van. Other volunteers offered their vehicles for transportation.
- Mike: We need to supply our own daily snacks for campers and staff. Phil can do this. Make sure some of them are fiber rich – maybe even have fiber supplements in the med hut. Keep it under a couple hundred bucks. Phil will talk to Becky. Restaurant supply store. Phil bringing latte machine.

Policy Update:

- Need a written COVID plan. Who can take a look at last year's written policy and compare that to what we need this year? What is our COVID response plan? Where do we quarantine someone who tests positive? Liability protection. Demonstrate that we took reasonable precautions and have a plan.
- Board designated Phil Cole as COVID safety person. Won't be his only focus.

Treasurer's Report:

- Meg V's email from June 8: We have money.
- Did not rent Wasko for Sat night. Need to clean and pack up on Saturday, campers and staff. Where do we go from there? Go out to dinner and head out? Do an overnight at an AirBNB somewhere? Phil: Might be able to reach out to Kathy, had offered their cabin. Phil to look into options. 600 for staff afterparty

Important Upcoming Dates:

- (Contact Jami if you don't have access to the [CQNW shared Google calendar](#).)
- Policy Committee (COVID): June 21, 2022 @ 7pm
- Programming Committee: June 22, 2022 @ 7pm

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:

July 27, 2022 at 6:30pm (for socializing), 7pm (official start time)

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

End time: 8:27 pm