

Camp Quest NorthWest Meeting Minutes

Teleconference Meeting – <https://us02web.zoom.us/j/4522050347>
Monday, November 21, 2022, 6:30pm (social), 7pm (official start)

Board Members in attendance:

President – Michael Warbington

Vice President – Andrea Kunkle

Treasurer – Meg Vimes

Secretary – Jami Gramore

Members at Large – Loki Lyrix-Astyriel, Ben Frey, Cece Crosby

Others in Attendance: Sharon Zolnowsky, Moss, Soup, Gina Prodan, Ellowyn, Terry, Liam, Sam Mulvey, Becky Friedman, Phil Cole

- One of the things stolen from Becky's house was her Camp Quest hoodie.
- Sam: Might be a fun activity to send up a weather balloon and track it. Need to take environmental concerns into consideration. Somewhere Over the Rainbow. <https://hackaday.com/2022/11/18/supercon-balloon-continues-its-world-tour/>

Meeting Minutes:

Start time: 7:02 pm

Approving 10/19/2022 meeting minutes:

- The board approved the minutes from the previous meeting.

Grants Committee:

- Chairperson: Ben Frey
- 3 people received grants for the Summit. They all went. They all got reimbursed.
- Everything has been rectified with Meg V.

Outreach Committee:

- Chairperson: Loki
- Would like to requisition Staffing's outreach budget of about \$500 for next year.
- Outreach wants to buy business cards.
 - Loki was going to get 500 for \$50.
 - Phil can print color business cards in multiples of 8, if we're interested.
 - Mike: Org can pay for it. Send Mike the link. Put under 2023 outreach budget.
- Loki would love to have more help with Outreach.
- Meg V: Let's work together on Outreach's larger budget for next year. Line items or rough amounts.

Treasurer's Report:

- Chairperson: Meg Vimes
- Meg V emailed the Budget and Balance Sheets to the Board.
- We have paid National for our per-camper fee.
- Meg still has a small discrepancy in her budget beyond checks not cashed. She is going through the bank statement slowly to try and find what is missing/double entered before the year's end.
- Meg is talking to committee chairs and starting to build out what the budget will look like.

- This year the cost per camper was below projected, as was attendance and income. Hoping to create a pessimistic budget and optimistic budget based on numbers of campers we might get.
- National is requesting payment for EOT.
- Meg V will make a budget spreadsheet with variables that we can adjust. Some committees will be variable, some a fixed amount.
- Adding a line item for Kirby expenses, for the deposit.
- Mike: How close are we to having a budget proposal? Meg V will touch base in the next couple weeks.
- Phil: Need info from Waskowitz about just how much the price increase will be. Wasko is now under new management. We have it reserved, but still need to figure out what to do to lock it in.
- Mike: Within the next week or so, we need to give out our tentative camp dates, when to expect registration to open, and set a budget. Waskowitz may not get back to us until January. We need a plan to move forward.
- Should we open registration for Kirby in January, and Waskowitz later? Just have both registrations open later, like in March? What are we able to do in Ultracamp?
- Consensus that to keep up with inflation, we'll need to raise our rate. We'll do it incrementally – \$750 in 2023, and \$800 in 2024.
- Need to reach out to Kirby to see if they have dates available for the Spring Planning Retreat.

LT Retreat:

- Mike happy to take point on this. Becky had a lot of ideas at the fall retreat. Need to lock down a location and dates. Suggestions included:
 - Olympia Children's museum
 - Seattle Aquarium
 - Museum of Flight.
 - Forts: cabins and barracks to rent. Fort Flagler or Worden.
- Need to figure out the food situation.
- Nominal fee for LT campers: \$50.
- The Board discussed fundraising for LT Retreat and other cool stuff. Former camper advice: guided fundraising. Rather than pay tuition, what about fundraising for it? We'll still subsidize it, but if fundraising takes off, then great. Need a framework.
- Need a Discord channel for LTs.
- Ben: Junior board. Let them plan some of this.
- Meg V: Create a separate LT parent email list.
- Signups: website will have link to new registration platform.
- This year: we do a lot of the planning, then get buy-in from LTs at the retreat for future events and fundraising.

Registration Committee:

- Chairperson: Andrea Kunkle / Meg Jackson
- Andrea and Meg will be getting together with Jenny about onboarding for Ultracamp. Andrea is pulling data from Active about campers and volunteers into spreadsheets and will organize. Hasn't been easy – will be in touch with Active to see if there's an easier way to do that.
- Registration for campers: Set the expectation that it will open the first week of February. This will give us time to figure out Ultracamp and get more information from Waskowitz. Open registration for volunteers in early January.
- Ultracamp is tricky to use.

Interesting Notes from the National Summit:

- Andrea attended a session about CQ alignment with ACA standards. Need to connect with Sparrow and Jen Hargrave. Someone needs to attend the accreditation process workshop. Every year we get re-

accredited, someone has to attend this workshop. Might be something the directors attend as well, depending on how expensive it is.

- If you only do an activity in one day of the session, it doesn't count for ACA purposes. For example, if we do rocketry for one day out of the whole summer, we don't have to have a policy for it.
- Things like touching animals on beach walk count as specialized. Specialized activities are things that involve equipment, animals, fire, and tools. They have special definitions for all of those. May have to think about how we have campers interact with animals on the beach walk – can only look while a counselor holds them.
- If we use Kirby and Wasko instructors for lifeguard or climbing or whatever, we need documentation from them that their staff has the expected training. We have to collect it every year because we're signing a client compliance form each year.
- Apparently camp director needs to observe the lifeguard do the skills, even if camp director knows nothing about lifeguarding. Andrea and Phil are considered the end all and be all of everything. This is a bit weird.
- A speaker gave a good talk about abuse prevention. How to talk about it when training young staff who may not have had to think about things like this before.

Fall Retreat Review:

- Group of volunteers attended at the clubhouse. Had a really good afternoon of brainstorming programming ideas. Notes are on the G Drive.
- We want to experiment with tie dye for the Spring Planning Retreat. CQW has done a lot of tie dye – it's worth reaching out to them for advice.

Staffing Committee:

- Still need a chair person.
- Cece could manage as a co-chair, but really doesn't have time to do it alone.
- What does the role entail?
 - Having a staffing meeting once a month.
 - Reporting to the board once a month.
 - Will need to learn and have access to Ultracamp.
 - Arranging interviews with potential staff members. Coordinating with other volunteers in the committee to conduct those interviews.
 - Keeping track of interview progress.
 - Keeping track of EOT and forms that have been signed.
 - Sending out periodic camp-is-coming emails with information.
 - Build the application forms.

Important Upcoming Dates:

- Tentative Camp Waskowitz 2023 Session: 7/1/23 – 7/8/23
- Camp Kirby 2023 Session: 8/12/23 – 8/20/23

Next Board Meeting:

December 20, 2022 at 6:30pm (for socializing), 7pm (official start time)

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

End time: 9:26 pm