

Camp Quest NorthWest Meeting Minutes

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

Monday, January 16, 2023

Board Members in attendance:

President – Michael Warbington

Vice President – Andrea Kunkle

Treasurer – Meg Vimes

Secretary – Jami Gramore

Members at Large – Cece Crosby, Megan Jackson, Ben Frey, Loki Lyle James Cockrill

Others in Attendance: Sharon Zolnowsky, Terry, Gino, Soup, Liam, Sam Mulvey

Meeting Minutes:

Start time: 7:02 pm

Approving 12/20/2022 meeting minutes:

- The board approved the minutes from the previous meeting.

Programming Committee:

- First committee meeting of the year!
- We had a really good discussion. Laid out a list of deliverables and goals for camp operation.
- Rough outline of calendar:
 - February
 - Make plans for Planning Retreat
 - Framework for the week-long program
 - Short write-ups or summaries of individual programs we want to include.
 - Prepare play tests for any programs we want to do a dry run for
 - Have a write up or description of the theme
 - Logistics (meals, schedule, transportation, etc)
 - March
 - Finalize plans for Planning Retreat
 - March 31 to April 2 - Planning Retreat
 - Fill in gaps in schedule, arrive at a complete full camp schedule
 - April
 - Finalize Programming for ACA Review
 - Finalize camp schedule
 - Distribute programming workload, assign out programs that need further development
 - May
 - Review and complete programs to the extent possible.
 - Finalize material lists
 - June
 - Possible in-person meeting to put together materials
 - Review and affirm that the camp program is complete and ready to go!
 - July - Camp Waskowitz - ACA Visit
 - Mid/Late July
 - Review July program, identify deficiencies, finalize plan for August
 - August - Camp Kirby - ACA Visit
- Planning Retreat weekend: We have the whole site booked at Camp Kirby.

- Talked about combining the event with the LT Retreat. Consensus is that it's a good idea. Gives LTs a chance to contribute to programming. Get reactions and input. LT-specific activities going on during parts of the weekend, then other times combining with the planning retreat. Would mean most of the volunteers sleeping in Herman's Hut and Taito, as usual. LTs sleeping and doing activities in Bluebird. Plan potential rotation of staff in and out of LT supervision.
- Will need to figure out meals. Keep it simple. Snacks, pastries, pizzas, DA sandwiches, etc.
- Make sure background checks have been completed for volunteers.
- Ask KitKat if there's a service project we can do.
- \$25 cost to attend for LT campers, and no cost for adult volunteers.
- Combining events, and hosting it at Kirby, will help cut costs.

Treasurer's Report:

- Meg V emailed the budget and balance sheets to the Board. Explained recent payments, donations, and accounting.
- Dates are confirmed for Waskowitz and Kirby. Wasko still needs to get back to us about possible price increases, which may not happen until spring.
- The Board discussed opening registration without knowing the Wasko price. Consensus is that while we would prefer to make a decision with all the information, we can't delay registration that long.

Registration Committee:

- Meg J working with Jenny to get Ultracamp registration set up. Sessions are laid out, and in the process of getting all the paperwork and electronic payments set up.
- Main thing needed from Staffing: approving applications, knowing who to send the information to.
- Camper Registration opens: Feb 5 @ noon.
- \$800 tuition.

Staffing Committee:

- 3-way Chair: CeCe and the camp directors (Phil and Andrea).
- Mike: We could use help with this committee, and it could be an opportunity for some younger volunteers to get involved in a leadership position. Role would involve ensuring that regular meetings take place, making reports to the Board about the content of those meetings, monitoring the applications, and making sure volunteers go through each step of the pipeline at the right point (background checks, interviews, EOT, etc.).
- Staffing Check-in: Committee will set up a Signal and figure out a date and time.
- Volunteer Registration opens: Jan 29 @ noon.

Policy Committee:

- Would like to get some meetings set up so we can continue reviewing policies and working on accreditation.
- COVID-19 precautions and requirements for camp:
 - The Board discussed the current situation with COVID, and what to require for staff and campers at camp. Right now, even though there isn't as much media coverage, the reality is that hospitals are currently overwhelmed taking care of 3 converging respiratory viruses. We will continue to monitor what's happening as we get closer to camp.
 - Vote: Mike made a motion, seconded by CeCe, to require proof of COVID-19 vaccination (including up-to-date boosters) for volunteers and campers for all in-person events. An exception will be made for those with a verified medical exemption.
 - In favor: 7
 - Abstained: 1
 - We will test everyone on site.

Future Board Meetings:

- Mike proposed that we consider having at least some Board meetings in person again. It would help build group cohesion and generate enthusiasm.
- The Board discussed the pros and cons, acknowledging that the Board and volunteers are pretty spread out geographically. Consensus is that it's still worth it to try. Could have in-person meetings quarterly or every other month.
- Will continue to have teleconference for those who can't attend in person. Sam will work with Mike on the tech setup.
- Mike will look into possible venues.
- Next meeting: Saturday, Feb 25 @ 6:30pm

Important Upcoming Dates:

- Staff Registration Opens: January 29, 2023 @ 12pm
- Camper Registration Opens: February 5, 2023 @ 12pm
- Programming Committee: February 7, 2023 @ 7pm
- Planning and LT Retreat: March 2 – April 2, 2023
- Camp Waskowitz Session: July 2 – 8, 2023 (July 1 – 8 for staff)
- Camp Kirby Session: August 13 – 19, 2023 (August 12 – 20 for staff)

Next Board Meeting:

Feb 25, 2023 at 6:30pm (for socializing), 7pm (official start time)

Location: Possibly an in-person venue, and <https://us02web.zoom.us/j/4522050347>

End time: 9:15 pm