

Camp Quest NorthWest Meeting Minutes

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

Wednesday, March 22, 2023 @ 7:00pm

Board Members in attendance:

President – Michael Warbington

Vice President – Andrea Kunkle

Treasurer – Meg Vimes

Secretary – Jami Gramore

Members at Large – Loki Lyle James Cockrill, Meg Jackson, Ben Frey

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

Meeting Minutes:

Start time: 7:03 pm

Approving 2/25/2023 meeting minutes:

- The board approved the minutes from the previous meeting.

Treasurer's Report:

- Meg: We have money.
- Still working out the budget based on Waskowitz's price increases.
- Meg has not yet filed 2022 taxes. Board members will receive an email in the next week for logging their volunteer hours – be on the lookout for that.

Programming Committee:

- Met twice this month. 3/7 and 3/21
- Talked about who's leading what at the Spring Retreat. Food planning. LT schedule. Went through the brainstorming ideas from the Fall Retreat and categorized them.
- Tie dye experiment. Bring something white or light-colored to dye.
- Looking for someone to be in charge of the LT Retreat.
- We have the beginning ideas for several programs, but they need to be fleshed out, like the all-camp scavenger hunt.
- Need people with food-handlers permit to prepare and serve meals (at least 6 people). Will do this Friday evening.
- Need people handling meds, checking covid vaccinations and tests.
- Jami and maybe Andrea can be at the Retreat early, at 5pm, to help with registration tasks.

Registration Committee:

- Retreat: 1 LT dropping out, and 3 more staff have registered. 14 LTs, 26 staff.
- July registration:
 - Campers: 30 out of 30 spots, with no one on waitlist.
 - 13 staff
- August registration:
 - 60 out of 60 spots, with 5 on the waitlist. 2 families just emailed that they're not coming. Meg is going to pull those 2 and then add 2 from the waitlist.
 - 28 staff

- Will need to get together to clarify what the situation is with current camper and staff registrations, and whether we can increase the camper caps.

Grants Committee:

- Ben sent out an email to the Board. Starting budget: \$6,500
- Meg J is creating the reports for financial aid applications and emailing them to Ben. So far Grants has approved nine requests for financial aid totaling \$4,200, with \$2,300 currently remaining.

Outreach Committee:

- Meg V: Tested a newsletter with the help of some other board members. Multi-send function.
- Sam: Would like to get details on how it works. Wants to make sure it's secure and doesn't get thrown into the spam bin. Sam can help with mail administration.
- Loki: Will be working on business cards and other Outreach stuff. Would be good to have brochures, flyers, and/or zines.

Staffing Committee:

- Andrea: Real hard having a committee that is co-led by several people. Also trying to learn a new technology at the same time. Afraid things will fall through the cracks. Too-many-cooks problem.
- Interviews still need to happen.
- Need to do excessive documentation. Clarify order of operations. Formalize the tasks in a sequential checklist. Get more people educated in Ultracamp.
- Need to meet every couple of weeks instead of once a month.
- Next meeting: March 28th at 7pm

Miscellaneous:

- Andrea: A few weird things going on with Ultracamp. Registrations are possibly disappearing? Seems that registered campers for Retreat or Summer Camp Sessions are not getting confirmation emails. Issue with waitlist.
 - Tried to diagnose the issue during the meeting. Meg J will send an email to Jenny.
 - Need to send out mass confirmation for everybody.
- Mike: Need to do a background check on everyone who's attending the retreat.
 - It's built in to Ultracamp. Meg J will work on that.
- Sam: Making another attempt for the business license for the radios. Have need for them at KTQA as well, so CQNW would be under their umbrella. Needs a note from the Board saying we're going to work with Sam on communications. Idea is to either run a repeater so we can hear everybody on the two-way radios or just have more powerful radios at camp.

Important Upcoming Dates:

- Staffing Committee Meeting: March 28 @ 7pm
- Planning and LT Retreat: March 31 – 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:

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

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

End time: 8:14 pm