

## **Camp Quest NorthWest meeting minutes**

**Eileen's home (23209 61st Pl S, Kent, WA 98032)**

**September 21, 2011 at 7:00pm**

Board Members in attendance:

President – Chuck Wolber

Vice President – Brennon Church

Secretary – Jami Blackann

Treasurer – Jerry Schiffelbein

Members at Large – John Keiser, Jennifer Jackson, Mary Keiser (via Skype)

Other members in attendance:

Sam Mulvey, Rebecca Friedman, Baba Kofi Weusijana, Steve, Eileen Cabalo, Ericka Johnson, Eliza Sutton

### **Action Items:**

- \* Chuck: Create a web team with Sam, Steve, and Chuck.
- \* Chuck: Get the medical team in touch with each other. Give them list of questions to research.
- \* Chuck: American Atheists and/or Parenting Beyond Belief article.
- \* Chuck: Start doing background checks.
- \* Chuck: Attend Ask an Atheist and talk to Sam.
- \* Jerry: Initiate transfer of non-Rapture Relief funds from SA to CQNW.
- \* Jerry: Create a Paypal account.
- \* Jerry: Write and mail a check for Camp Kirby.
- \* Jerry: Research sticker printing costs.
- \* Jerry and John: Set up a time to go over how to handle the technical side of registration.
- \* Jerry: Follow up with Ranjan about his Microsoft contributions.
- \* Jerry: Does anyone still need to pay for a t-shirt?
- \* John: Redirect widgets to go to our Paypal account.
- \* John and Sam: Work on ChipIn alternative.

- \* John: Create YouTube account.
- \* John: Creative Commons for ads.
- \* John: Create CQNW Flickr account.
- \* John: Work with Ask an Atheists on radio ads.
- \* Brennon: Work with Steve to create print and online ads. Brains/zombie theme.
- \* Jami: Tell Jason to bill CQNW for t-shirts instead of SA.
- \* Jami: Connect Jason and Eileen so she can retrieve t-shirts.
- \* Jami: Send proofread donation letter to the board.
- \* Jami: Work on design for 2' x 6' banner.
- \* Jennifer and Mary: Put together a list of questions about Camp Quest Junior.
- \* Eileen: Pick up t-shirts from Jason. Let us know when you've received them.
- \* Ericka: Get on our volunteer email list and encourage lifeguard friend to join the list.
- \* Yuichi: Report on what's happening with the Combined Fund Drive.
- \* Mary: Finish application process with Mount Si Community Center.

## **Meeting Minutes:**

**Start time:** 7:12 p.m.

- \* Previous meeting minutes were adopted.

## **Review of Action Items from Previous Meeting:**

- \* Chuck: Look into third-party bill payer options. **[there are no good free ones, will talk about later]**
- \* Chuck: Put Bylaws on the website. **[Done – it's on the "About" page.]**
- \* Chuck: Contact CQ Inc. about their advertised CIT ages on the website. We only want 17-year-olds, not as young as 16. **[done]**
- \* Chuck: Email current t-shirt inventory to Jami ASAP. **[done]**
- \* Chuck: Contact American Atheists about article. **[not yet. However, he's invited to do a Parenting Beyond Belief guest blog]**
- \* Chuck: Start doing background checks. **[not yet]**
- \* Chuck: Ask Amanda about retroactive tax-deductible status. **[done]**

- \* Chuck: Attend recording of Ask an Atheist, talk to Sam about doing a show and commercials. **[Will do. Sam says show up at 12:30pm in Tacoma]**
- \* Jami: Work on design for 2' x 6' banner. **[ongoing]**
- \* Jami: Send Jason the t-shirt order. **[Done. CQNW should get billed this time.]**
- \* Jami: Ask Jason how much the t-shirt screens cost. **[Done, haven't heard back. Will ask for an update.]**
- \* John: Write a website widget to accept donations so we can get rid of ChipIn. **[ongoing]**
- \* Mary: Get confirmation from Mount Si Community Center that everything is in order for November 19. **[They've confirmed our nonprofit status. Next step is to drop off application.]**
- \* Jerry: Talk about making CQNW (presentation and/or childcare) a part of December 4 Potluck. **[we're invited, just need to work out logistics]**
- \* Brennon: Ask for further details about lifeguard/archery/rock wall training. **[For archery, Pat has volunteered his expertise. Erin (from Camp Kirby) says that's fine. Pat needs to go in for one-on-one conversation. No cert. for climbing wall – Steve and Rebecca. Write up training and experience. Call to volunteer list for lifeguard]**
- \* Shirley: Make suggested changes to donation packet letter. Submit to Jami for final editing. **[done]**
- \* Yuichi: Nudge Parent Map again. **[ongoing]**
- \* Mikki, Eliza, and Eileen: Keep in touch with each other as the camp medical team. Eliza to report on status. **[Eliza sent out an email and was waiting for a reply. Chuck will connect everybody.]**
- \* Everyone who bought t-shirts and still hasn't paid: Pay \$15 per shirt through the ChipIn widget on the website.

### **Financial Report:**

- \* Contributions so far: \$7,512.29
- \* Expenses: \$609.28
- \* Balance: \$6,903.01
- \* Periodically keep in touch with Humanists of North Puget Sound to let them know of our financial progress. John has been talking to them.
- \* We just received our checks. Chuck handed them over to Jerry.
- \* Jerry should initiate transfer of non-Rapture Relief funds from SA to CQNW. Create a Paypal account. Write a check for Camp Kirby asap and put it in the mail.
- \* John: Redirect widgets to go to our Paypal account.
- \* John and Sam talk about ChipIn alternative.

### **T-Shirts:**

Eileen: Get t-shirts, talk to Jami. Send invoice to Jerry.

## **Advertising:**

- \* John created rough draft of audio ad. Un-skeptical Billy and the Devil.
- \* Sam: Can't use it regularly because it's not up to specs, but we could play it once or twice. Need to make a YouTube Flash animation to get the meme going online.
- \* Chuck: Advertising is best when it's focused. Sam and Becky said this could actually work as a hook. We could possibly run it for two weeks. Brand awareness first, then make the pitch.
- \* Demographics of online Ask an Atheist audience: younger folks. Listeners: Hard to tell, but seems similar to the Seattle Atheists folks.
- \* John: Work with AaA to create ads. Funny ad and Call for Volunteers ad.
- \* Steve has a recording studio in his home.
- \* Volunteer landing page on the CQNW website.
- \* We have enough ideas to possibly purchase a whole season's worth of ads. Chuck will work out the details with Sam.
- \* Use Creative Commons
- \* Jerry: Research sticker printing.
- \* Brennon: Work with Steve to come up with bulletin board ad. Zombie. Camp Quest NorthWest: Building better brains. (zombie)

## **Programming for Summer Camp:**

- \* Steve suggests making flint, stone tools.
- \* Chuck: Egg dropping.
- \* Becky: Nature education ideas. Building a raft. Making a crop circle. Tree-ring dating (look at tree cookie and investigate when there was a dry season, wet season, etc.). Becky is very interested in programming.
- \* Sam: Talk about the science behind radio. Crystal radio lab.
- \* Chromatography experiment.
- \* Camp mystery. Ties in several of the experiments.
- \* Sam: Ballooning Space Program. Need a weather balloon and helium, computer, camera. Can go 100,000 feet up. Something to keep in mind.

### **Medical Team:**

\* Mikki to lead it. Eliza and Eileen to report back. Chuck has a list of questions for them to research.

### **Camp Quest Junior:**

\* Jennifer asked questions about where we want to do this. What exactly do we want to do? How will we facilitate it?

\* Jennifer and Mary: Put together a full list of questions.

\* How much do we market it? We're still in the planning stages, so we're not ready to push it in our radio ads. We'll advertise once we've set things up, but not before.

### **Counselors in Training:**

\* Chuck got some information from Amanda. 16- to 17-year-olds for CITs are fine. Exceptional 15-year-old could also be permitted at our discretion.

\* CITs pay tuition. We'll probably do full tuition this time around.

\* What kind of training do we give? Varies.

\* Level of responsibilities: Also varies.

\* CITs should come to the staff day of camp.

### **November:**

\* Start programming discussion in October.

\* Brennon: Older kids. Thinking about robotics.

\* Mary: Younger kids.

### **Big Picture Plan:**

\* What's our plan going into November and December?

\* Everything involved with registration.

\* Website advertising.

\* Full camper packet.

\* Staff planning.

\* Programming.

\* Communication equipment.

\* Difference between Staffers and Counselors:

**Staffers:** In charge of programming, running events.

**Counselors:** Responsible for wellbeing of the campers. Bunk supervisors. Must be prepared for very little sleep.

### **Interested Volunteers:**

\* Ericka knows someone who's a lifeguard. He's good with kids and is in school to become a PE teacher. What should he do? Get on volunteer email list to stay informed of what's going on. Post about what you're qualified to do and what you want to do.

### **Washington State's "Combined Fund Drive"**

\* Yuichi sent an email to them with specific information about CQNW.

\* From Yuichi's email: "The Combined Fund Drive is an employee giving program that applies to all Washington State employees, including the UW. One nice thing about it is that once someone designates a recipient (or recipients) for regular pre-tax donations from their paycheck every month, unless the person takes the trouble of changing it, the donation will continue indefinitely. So I think it's worth some initial effort to get state employees to name us as the recipient of their pre-tax donation dollars."

### **Shirley's Marketing Tour:**

\* Rev. Van Leer said she would put up the brochure and letter on the community board at the UU church in Woodinville. Closer to our start date, she said it may be possible for Shirley to speak to the congregation about the camp.

\* On Monday she's going to Cascadia to have donation letters printed by Student Life. She purchased envelopes and is actively compiling an Excel spreadsheet of addresses of UU/liberal Methodist churches to send the letters and brochures. She thinks it will be easier to use her return address for the mailers, that way she can keep track of responses.

\* During Club Fair in October at Cascadia, Shirley will be actively looking for counselor volunteers from within the student body and faculty. She will also have all the literature displayed for information and distribute it accordingly.

\* We need to establish a budget for supplies such as envelopes, stamps, and labels.

\* Shirley to team up with Jennifer.

### **Next Meeting:**

**Jennifer's home (1703 NW 62<sup>nd</sup> St., Seattle, WA 98107)**

**Wednesday, October 12, 7pm sharp**

**End time: 9:05pm**