

Camp Quest NorthWest meeting minutes

**Round Table Pizza (15730 1st Ave S, Burien, WA)
Wednesday, July 31, 2013, 6:30pm sharp**

Board Members in attendance:

President – Chuck Wolber

Vice President – Brennon Church

Secretary – Jami Blackann

Treasurer – Jerry Schiffelbein

Members at Large – Brian Demong, Lou Amadio

Meeting Minutes:

Start time: 7:00 p.m.

Financial Report:

* Total Contributions: \$66,837.35

* Expenses so far: \$33,245.37

* Balance: \$33,591.98

Topics of Discussion:

* Chuck revealed the t-shirt design to everyone present.

* Introductions: Counselors, board members, and volunteers introduced themselves.

* Better staff-to-child ratio this year than last, even though our campers have doubled.

* Lou and Brennon explained the pod system (groups who will do activities together – multiple gender and age groups across camp). 5 pods, 13-14 children in each pod.

* Campfire: Use upper campfire for evening gatherings. Staff can use lower campfire location after campers have gone to bed.

* Burn bans: Statewide burn ban until September. Will need to check to see if it's still in effect and what the restrictions are.

* Worked out the music and sound system particulars.

* Discussed what to do about campers' bad habits and disrespectful behavior. In general, counselors should use their discretion. Is it just annoying or harmful/disrespectful? We don't want to micromanage kids' behavior. Might be helpful to have a set of rules to refer to, though it probably isn't necessary with this group.

* Purchase little First Aid kits.

Schedule Matrix:

* Chuck went over the basic structure of the day.

- 7:00 AM - 7:30 AM Optional morning run with camp director.
- 7:30 AM - 8:00 AM Wake time
- 8:00 AM - 8:15 AM Morning assembly, morning greetings, morning calisthenics
- 8:15 AM - 8:45 AM Breakfast
- 8:45 AM - 9:00 AM Morning announcements, Natural Selection
- 9:00 AM - 10:00 AM Campers in cabins for cabin time, shower time, dressing for the day, and cabin cleanup. Leaving one counselor per cabin, staff gather at 9:30 AM to coordinate last-minute programming needs; share news, issues, and reminders; choose who will be on night patrol for 22:30, 23:30 and 0:30 shifts.
- 10:00 AM - 11:00 AM Morning Program Block A
- 11:00 AM - 12:00 PM Morning Program Block B
- 12:00 PM - 1:00 PM Lunch, Natural Selection
- 1:00 PM - 1:50 PM Afternoon Activity Block A
- 2:00 PM - 2:45 PM Afternoon Activity Block B
- 2:45- PM - 3:00 PM Snack at tennis court
- 3:00 - 4:00 PM Bunk quiet hour. Naps, relaxation, journaling, quiet in-cabin activities.
- 4:00 PM - 5:30 PM Afternoon Activity Block C
- 5:30 PM - 6:15 PM Dinner
- 6:15 PM - 6:30 PM Evening Announcements, Natural Selection
- 6:30 PM - 7:30 PM Back to cabin areas to practice skits.
- 7:30 - 8:45 PM Activity like Egg Drop or Predator/Prey
- 8:45 PM - 10:00 PM Campfire
- 10:00 PM - 10:30 PM Cabin bedtime prep, lights out.

Camp Project:

Floating staff member will lead interested campers in a camp service project.

Registration Update from Kathy:

General Updates:

- Registration is closed – we have reached our registration limit.
- All campers are paid in full.
- We have 1 outstanding Camper Clearance form.
- Camper Information Packet has been emailed to all families
- Medical “Dossier” for Medical Binder has been reviewed by Thomas.

In Progress:

- Create “Binders” – Registration, Medical, Cabin
- Check-In / Check-Out Procedures
- Flyers & Follow-up with families on Parent Meetup
- Day of Registration Name Tags

Needs:

- Let Kathy know when cabin assignments are finalized and uploaded so she can pull it.
- 3 Tables for Check-In / Check-Out
 - 1 for Medical to be staffed by Thomas
 - 2 for checking in Campers; need two staff to assist with these tables

Next Meeting: Wednesday, September 18, 2013
Round Table Pizza (15730 1st Ave S, Burien, WA)

End time: 9:30pm