

Camp Quest NorthWest meeting minutes

Round Table Pizza (15730 1st Ave S, Burien, WA)

Saturday, November 22, 2014, 11:00am

Board Members in attendance:

President – Chuck Wolber

Vice-President/Treasurer – Brennon Church

Secretary – Jami Blackann

Members at Large – Becky Friedman, Michael Warbington, Lou Amadio, Bridget Lombardo, Natalie Koonce

Others in attendance: Kayla Ritchie, Chase Keffeler, Sharon Zolnowsky, Sean Duncan, Dana, Theresa, Nora Jameson

Action Items:

- * Chuck: Reminder on social media to use smile.amazon.com.
- * Chuck: Work on 360 feedback.
- * Chuck/Brennon: Set up new board members with CQNW email addresses.
- * Chuck: Contact Waz to get materials from him.
- * Lou: Create a wishlist for CQNW, on website and Amazon.com. Promote for the holidays.
- * Lou: Help Natalie with recruiting presentation.
- * Sharon: Create an Amazon account.
- * Brennon: Insure CQNW for Darwin Day.
- * Lou: Figure out how to handle two camp sessions with Wufoo.
- * Brennon: Backfill budget information on Google doc from previous years.

Meeting Minutes:

Start time: 11:35am

* Chuck moved to accept the October 21 meeting minutes without reading them. Natalie seconded. The board accepted the minutes unanimously.

Treasurer's Report:

- * Contact Brennon for details.
- * Natalie suggested we encourage Camp Quest NorthWest be added to the list of charity organizations for government donations.
- * Remember to use smile.amazon.com to make all Amazon purchases. Important to remember during the holidays.

* The Google Ads are up to date. Lou will add Oregon ads soon. We get a budget of \$2,000 a month for the nonprofit (limit \$2 per ad).

* Assign a person to be in charge of camper and staff surveys/feedback. This should happen in the registration committee.

New Member at Large Positions:

* Five people ran for three open positions on the board: Gordon Schryer, Bridget Lombardo, Natalie Koonce, Paul Mopps, Kayla Ritchie

* A vote was held online and the following volunteers were elected to the Camp Quest NorthWest board: Gordon Schryer, Bridget Lombardo, Natalie Koonce

Programming Committee:

* Becky, committee chair: No major changes to shared programming document. Target date for programming committee meeting: December 1 – need more people to commit.

* At the next meeting: present registration options for older teens. How will this work out? How will it look? What are staff needs from a programming perspective? Think of interview questions.

Darwin Day Committee:

* Chase, the committee chair, communicated with Ericka, the president of Seattle Atheists. Date and location: Valentine's Day at the 2100 Building. This year the board room is reserved by another group, so we won't be able to separate age groups. Will need to use the classroom upstairs.

* To keep older kids engaged, Lou suggested bringing an Xbox 360 and overhead projector.

* Board games, Play Doh for younger kids.

* There's an updated brochure available for Camp Quest Inc. Will work on an insert for CQNW.

* Lou also suggested CQNW purchase or borrow Van de Graaff generator.

* Brings up the point that we need an Amazon.com wishlist. Promote this during the holidays.

* Sean and Chase: Find staff to help run the event.

* Age discussion. Liability concerns for really young kids. We would prefer not to watch children below the age of five. Play corner in main room for toddlers? Kids younger than five can stay as long as a parent is with them at all times.

* Brennon: Insure CQNW for Darwin Day.

* Continue talking to SA about how to handle this.

Staffing and Registration Committee:

* Lou: CQ Inc. is going to be using Active as its new backend software. The transition will happen in December.

- * May be useful to go with Wufoo again for 2015 because Active probably won't be ready. Chuck didn't have a good feeling about it. The software will be good eventually, but we should give them another year to work out the bugs.
- * Still working out the database logistics with registration.
- * Nora: Help recruit staff members in Oregon.
- * Camper limits for each location: Oregon 50; Washington 70
- * Staff limits for each: Oregon 20; Washington 28
- * Make it clear in the application that people are applying for a selected position.
- * Natalie would like to help with recruiting. Go to secular events, student groups, etc., and give recruiting talks. Stay coordinated with the Board. Get help from Bridget with marketing.
- * Natalie requests a presentation or key points. Lou will help her with this.
- * Will look into other advertising opportunities.
- * Becky made scripts for 2 more Billy ads for the radio. Mention somewhere that they have to pass background checks.
- * Natalie would like us to work on a promotional video *during* camp 2015.
- * Confusion about survey link for campers. Not everyone received it. Need to send it out again.
- * Dates: Registration for staff opens December 1. Registration for campers opens January 1. Registration for attending a second camp opens March 1.

Social Committee:

- * Bridget, the committee chair, made contact with someone for a ropes course. Waiting to hear back.
- * Bridget is also planning a New Year's party at her place.
- * Nora has run team-building exercises, can offer help/expertise.

Quartermaster Committee:

- * Sharon went through the supplies in the storage unit.
- * Moveable shelves would be very helpful to organize and retrieve materials from the unit. Research how much it costs – need to budget for it.

Budget:

- * Chuck made a basic 2015 budget, shared on Google Drive. He reviewed it with the Board, made changes as ne essary.
- * Vote: Chuck moved to accept the budget. Becky seconded. The Board accepted the current budget unanimously.

Miscellaneous Discussion:

* Application process for the leadership summit financial aid.

* Need a fundraising committee. Talk about this at the next meeting.

Next Board Meeting:

Saturday, December 20, 2014 at 11:00am

Location: Round Table Pizza (15730 1st Ave S, Burien, WA)

End time: 3:00 pm