

## **Camp Quest NorthWest meeting minutes**

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

**Saturday, December 20, 2014, 11:00am**

Board Members in attendance:

President – Chuck Wolber

Vice-President/Treasurer – Brennon Church

Secretary – Jami Blackann

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

Others in attendance: Sharon Zolnowsky, Sean Duncan, Joe Carlton

### **Action Items:**

\* Chuck: Work on 360 feedback.

\* Chuck: Contact Waz again to get materials from him.

\* Chuck: Create CQNW email address for Gordon.

\* Chuck: Update staff recruitment team with the following members: Mike, Gordon, Natalie, Chuck, Lou, Bridget

\* Chuck: Send out a call for volunteers for Darwin Day.

\* Chuck: Forward the CQNW brochure insert draft to the board.

\* Brennon: Send check to Michael and Gordon for CQ Leadership Summit travel expenses.

\* Brennon: Insure CQNW for Darwin Day.

\* Brennon: Backfill budget information on Google doc from previous years.

\* Lou or Sharon: Create a wishlist for CQNW, on website and Amazon.com. Promote for the holidays.

\* Lou: Help Natalie with recruiting presentation.

\* Lou or Becky: Modify the staff landing page on the website and model it after LT program page.

\* Sharon: Create an Amazon account.

\* Sharon: Donate Lost and Found items to Goodwill.

\* Sean: Follow up with Darwin Day volunteers.

\* Becky: Get a billing statement from Ask an Atheist, send to treasurer.

\* Becky: Update the LT part of the website as needed.

\* Becky and Registration Committee: Create a separate parent sign off to address issues that affect LTs.

- \* Jami: Create Meetup for next board meeting.
- \* Everyone: If you want to volunteer for Darwin Day, contact the Darwin Day committee.
- \* Everyone: Remember to use smile.amazon.com for Amazon purchases and donate to CQNW.

## **Meeting Minutes:**

**Start time:** 11:25am

- \* Chuck moved to accept the November 22 meeting minutes without reading them. Michael seconded. The board accepted the minutes unanimously.

## **Review of Previous Meeting Minutes:**

- \* Chuck: Reminder on social media to use smile.amazon.com. **[Done]**
- \* Chuck: Work on 360 feedback. **[Still need to do]**
- \* Chuck/Brennon: Set up new board members with CQNW email addresses. **[Done for Natalie and Bridget, still need to add Gordon]**
- \* Chuck: Contact Waz to get materials from him. **[Done, but haven't heard back. Need to contact again.]**
- \* Lou: Create a wishlist for CQNW, on website and Amazon.com. Promote for the holidays. **[Need Amazon account first]**
- \* Lou: Help Natalie with recruiting presentation. **[Ongoing]**
- \* Sharon: Create an Amazon account. **[Ongoing. Needed to be linked to a personal account, and she didn't want it linked to her own Amazon account.]**
- \* Brennon: Insure CQNW for Darwin Day. **[Still need to do]**
- \* Lou: Figure out how to handle two camp sessions with Wufoo. **[Added two checkboxes. Confusion about using Active or Wufoo]**
- \* Brennon: Backfill budget information on Google doc from previous years. **[Ongoing]**

## **Treasurer's Report:**

- \* Contact Brennon for details.
- \* Chuck added \$50 spam filtering expense to the budget since last meeting.
- \* Chuck spent \$50 to advertize staff applications on Facebook. It doesn't look like we got staff sign-ups from the ads.
- \* Remember to use smile.amazon.com to make all Amazon purchases. Important to remember during the holidays.

## **Registration and Staffing Committee:**

- \* Lou explained the difficulties of adding a field for two camps on Wufoo at this point. We don't want to change the form after people have already started sending in applications. Kathy is already using Active for camper registrations.
- \* Monday: CQ National is doing training on Active.
- \* Active vs Wufoo: Push hard to use Active for camper registration, including doing a test registration. If it fails, CQNW will use Wufoo. Staffing stays on Wufoo for the year.

- \* Survey: Has not been sent out. Waiting on Becky for feedback.
- \* Camper tuition for 2015: \$500 early-bird registration (before February 28); \$550 starting March 1; \$25 discount for additional siblings.
- \* Vote: Brennon moved to finalize the 2015 pricing structure for camper registration, using the same pricing as last year. Chuck seconded. The motion passed unanimously.
- \* 16 staff applications have been sent in so far.
- \* Important note from Lou: Online form updates must be discussed and decided upon at board meetings. Do not make changes without approval. The committee chair should be aware of the changes.
- \* Leadership question on the form: Currently it's a free-form text field, and Lou doesn't like having it on the form. It adds girth to the form, can be confusing. The question is also geared toward returning staff. The best thing to do is to come to a board meeting and participate. The board discussed the pros and cons of putting the leadership question on the form.
- \* Outreach: Chuck interacted with WSU on Secular Student Alliance about staff recruitment. Didn't get a lot of interest.
- \* Natalie: It's better to wait until the new semester starts to contact students, because it's too hectic with finals and holidays in December.
- \* Lou: Make recruitment partly a social event to increase interest.
- \* Timing: Push to recruit staff in October and February.
- \* Chuck: Update staff recruitment team with the following members: Mike, Gordon, Natalie, Chuck, Lou, Bridget
- \* Chuck: Decide by January what to do during February recruitment. Discuss Darwin Day recruiting.
- \* Lou: Should have a separate staff landing page on the website for explaining the camp, roles. Links to registration. Model it after the LT page.

### **Darwin Day Committee:**

- \* Chase was not present at the meeting, but emailed his progress about Darwin Day.
- \* Chase spoke to Ericka Johnson, president of Seattle Atheists, about childcare. Parents need to be present for young kids, and CQNW will not watch children under the age of 5.
- \* Everyone: If you plan to participate in Darwin Day, contact the committee.
- \* Sean: Follow up with interested Darwin Day volunteers and create tasks. Get emails from Lou. Ask about games.
- \* Rough draft for CQNW brochure insert has been created. Chuck will send to the board.

### **Social Committee:**

- \* Bridget informed everyone that a New Year's Eve party will not be possible at her place.

\* Natalie's suggestion: The EMP is very "nerd friendly," and we should be considering organizing an outing there. Video game section, Game of Thrones section, Seahawks section, etc.

### **Programming Committee:**

\* Committee met in early December.

\* Becky: The committee came to a consensus about leadership: an inclusive LT program for 15-, 16-, and 17-year-olds (and 18 if still in high school) who've completed ninth grade. Compelling individual cases to be considered by the board.

\* They would like to expand afternoon block to include more leadership-building activities. Morning pods still mixed older and younger campers. Staffing needs: two females, two males for LTs.

\* Ideal for cabin placement: LT cabins to be separated from regular campers' cabins. May just depend on attendance and physical limits of the buildings.

\* Becky: Update the LT part of the website as needed.

\* The board approves Becky's recommendations for the LT program.

\* Variable: The number of LT-aged campers who go to camp. Last year we had 16.

\* Becky and Registration Committee: Create a separate parent sign off to address issues that affect LTs. Information needs to go from programming to registration.

### **CQ Leadership Summit:**

\* Michael W requested via email for some financial assistance to attend the CQ Leadership Summit.

\* Gordon also requested assistance during the board meeting.

\* The combined request is for \$900 of the \$1,000 financial assistance CQNW budgeted for.

\* What outputs does the board want from this investment?

\* In general, note how other camps operate, ask questions.

\* How to handle evolution game?

\* Make notes about activities from other camps, especially between-activity activities

\* When there are two useful/interesting events happening at the same time, they shouldn't go to the same panel. Michael should attend one panel, while Gordon attends another.

\* Vote: Chuck moved that the board give \$450 to Michael Warbington and \$450 to Gordon Schryer to help pay for travel expenses to the CQ Leadership Summit. Bridget seconded. The motion passed unanimously.

### **Quartermaster Committee:**

\* Sharon: Need to create business account in order to sign up for an Amazon account.

\* Sharon asked about Lost and Found items. They need to be donated to Goodwill. However, *keep all sleeping bags*.

**Important Upcoming Dates:**

**Darwin Day:** February 14, 2015 at the 2100 Building

**Camp Quest Leadership Summit:** February 20 – 22, 2015 in Dallas, Texas

**CQNW Retreat:** March 20 - 22, 2015 at 4-H Center in Salem, Oregon

**Next Board Meeting:**

**Tuesday, January 13, 2015 at 6:30pm**

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

**End time:** 12:52 pm