

Camp Quest NorthWest meeting minutes

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

Wednesday, April 19, 2017, 6:30pm

Board Members in attendance:

President – Chuck Wolber

Vice President – Michael Warbington

Secretary – Jami Gramore

Members at Large – Bridget Lombardo, Phil Cole, Meg Colburn, Paul Mopps, Libbie Grant (via tele-conference)

Others in attendance: Dan Lombardo, Colby, Ben, Natalie Bornfleth, Sharon Zolnowsky, Kim Newton (via tele-conference)

Action Items:

- * Chuck: Give receipts to Kathy.
- * Chuck: Write policy about prescription medication.
- * Chuck: Send Michael contact information for t-shirt printer.
- * Phil: Call insurance company and ask how it works for two camp sessions.
- * Meg: Contact Lou about archery instructor training, and look for other training options.

Meeting Minutes:

Start time: 7:02pm

Consent Agenda for 03/22/2017 meeting was approved without objections.

Insurance:

- * Phil needs to call insurance company to figure out the details for two camp sessions.
- * Opted for additional premiums.
- * What are consequences for going over the staff and camper limits?

Grants Committee:

- * Committee met on Monday. Reviewed travel grant requests and budget. So far we've awarded some of it, but have money left over. We should be able to fly everyone in. CQNW is only funding their flights, not housing or ground transportation.
- * Phil read the grant award approval letter. The Board discussed it and made modifications.

Kim Newton, Executive Director of Camp Quest International:

- * Kim joined us via tele-conference. Encouraged us to ask questions about CQ.
- * She talked about expansion grants.

Programming Committee:

- * Libbie: Programming Retreat went very well. Lots of great brainstorming ideas and programs. Good variety of hands-on and intellectual activities.
- * Libbie went over the final programs with the Board.
- * Next programming meeting (online): April 26th
- * Michael: Task force names: Expand scope of the names.
- * Went over titles for staff leaders.

Registration Report:

June Session:

- We had one camper withdraw. Spot is currently being offered to next person on wait list. Family had financial aid request. Grants committee has approved a campership of \$550 and Kathy is currently waiting to hear from family.
- Currently have 25 families with outstanding balances. Final payments are April 28. Many will be paid through auto-pay with Active next week.
- We have 4 campers on waitlist.

August Session:

- We just had one female camper withdraw. With 20+ campers on waitlist, we won't have any problem filling the spot.

2016 session report for National: Kathy will file that in May when she has availability.

Treasurer Report:

- 2016 Form 990-N has been filed ahead of deadline.
- Kathy's behind on reconciling accounts. She will do this at the beginning of May.

Staffing Committee:

- * Need 1 female cabin staff and 4 male staff for June.
- * We're in good shape for August.

Paul's Cabin:

- * He has a piece of property that would be great for hosting meetings, potentially camp sessions. Has a lot of amenities, but needs work.
- * The Board would like to take a look at it. June 3-4.

Michael's Random stuff:

- * Contact information for t-shirt printer.
- * Solicit additional t-shirt orders? Yes.
- * Printed badges: During June session, Michael can't reliably do reprints. Sharon will take over this responsibility.
- * Will print guidebooks for June and August.

- * Requests that we get a black and white printer, whether it's used or we get a new one.
- * Natalie will be cabin lead at the June session. We're still looking for a male cabin lead.
- * Still need a Program Director for August.
- * Pod group divisions: Would like to divide them by age, so the programs are catered appropriately to the audience. The Board discussed camper numbers and different hybrid options.

Important Dates:

First Camp Session: Jun 18-24, 2017 (Staff: Jun 17-25)

Second Camp Session: Aug 13-19, 2017 (Staff: Aug 12-20)

Next Board Meetings:

May 17, 2017 at 6:30pm

June 7, 2017 at 6:30pm

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

End time: 9:00 pm