

## **Camp Quest NorthWest meeting minutes**

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

**Thursday, January 25, 2018, 6:30pm**

Board Members in attendance:

President – Chuck Wolber

Vice President – Michael Warbington

Treasurer – Kathy Amadio

Secretary – Jami Gramore

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

Others in attendance: Sharon Zolnowsky, Ben Frey, Jesse Keating (via tele-conference)

### **Meeting Minutes:**

**Start time:** 7:35pm

**Consent Agenda** for 12/13/2017 meeting was approved without objections.

### **Treasurer's Report:**

\* Kathy submitted the latest Budget Summary. 2017 taxes are no longer simple, as we grossed over \$50,000 last year. Now we have to file a real tax return. Kathy does not want to do taxes without guidance, so she reached out to an accountant friend for advice. Accountant offered to help Kathy do CQ's taxes for a low cost.

Vote: Chuck made a motion that we offer \$50/hr for Kathy's CPA to do the CQNW 2017 taxes, with a \$500 max. The motion passed unanimously.

\* Amend the CQNW budget to include a tax professional. Top it out at \$500.

### **Staffing Report:**

\* For June, we have about 20 applied, with 15 approved. For August, about 27 applied, with 21 approved. Numbers are a little off because some people applied to both sessions but will only attend one.

\* Meg needs more help doing interviews.

\* Need to continue staff recruiting efforts.

\* Question about Background Check: How do we handle an undocumented volunteer? There's a potential volunteer who's nervous about even applying. We can reassure them about the background check system that we use. We might pursue a different background check method, but we need to look into it. We have to do something to look up and evaluate a person's background. The Board discussed acceptable alternate ways to perform a background check.

### **OT Training:**

\* We get charged the same regardless of the videos we pick.

\* Meg read a list of trainings that she recommended. Went over required videos, and the Board talked about optional videos.

### **Programming Report:**

\* During the last meeting, the Programming Committee finalized questions they'll be sending out to retreat attendees.

\* Libbie requested ideas for something artsy the whole camp can do. Little pieces that can be put together into one big thing. Example: String of flags. Yarn flying spaghetti monsters. Would like the activity to be about 45 minutes.

\* Next programming meeting scheduled for the first Wednesday of February. 2/7/2018

\* Reminder to RSVP for the planning retreat. We have 25 people so far, with the capacity for 30.

### **Grants Report:**

\* Have had some campership requests, and all were accepted so far.

### **Registrar Report:**

\* June Session: 21 registered. 6 of them are LTs. Pretty evenly split between male and female.

\* August Session: completely full at 61 campers. 17 LTs. Have the capacity to pull 14 more from waitlist.

### **CQ National:**

\* We need to send out our annual affiliate report.

\* Information for pre-session report.

### **Important Dates:**

Planning Retreat: March 23 - 25, 2018

First Camp Session: June 17 - 23, 2018 (staff: June 16 - 24, 2018)

Second Camp Session: August 12 - 18, 2018 (staff: August 11 - 19, 2018)

### **Next Board Meeting:**

**February 20, 2018 at 6:30pm**

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

**End time: 8:50 pm**