

2.10.19--Approved

CAMP IT UP INC.

Board Meeting Minutes

10-FEBRUARY-2019

10:00 am-1:00 pm

Location:

Prison Law Office (Alison Hardy's office):
1917 Fifth Street, Berkeley, CA 94710

Minute Taker:

Katie Angelot

Attendance:

Board members present: Katie Angelot (R), Lori Randlett, Alison Hardy, Katie-Rose Breslin, Liz Hendrickson, Roger Macdonald, Rachel Venning, John Dalal

Board members not present: Jay Sky

Staff/Guests present: Lisa Zeiler, Tyler Kavanaugh-Lynch, Ora Prochovnick, Lisa Angelot (R)

(R) = Remotely attending via web

***= Bike Racked Items

Interested: Katie, Alison, Katie-Rose, Roger, John

Uninterested: Lori, Liz, Rachel, Jay

Agenda

10:00 Start Board Meeting, check-in, name timekeeper

10:10 Approval of Minutes (January) - Katie

Roger moves to approve the January 2019 minutes, Alison seconded, all in favor, 2 abstentions.

10:15 YAC – Tyler

More members needed, working on edits to the staff handbook

Current members: Tyler, Aidan, Minty

10:25 Executive Director Report – Lisa Z

- More postcards to be distributed
- Marketing Budget: trying to figure out if we can afford to send some of our people to OFC's fundraising event on April 26th. Want to buy us a spot with 5 tickets to this (\$1,750). This would also get our logo into their regular newsletter. Problem is that we

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don't have this budget. We need an overall marketing budget every year that Lisa can pull from at her discretion. Lisa proposes that we put aside \$5,000 a year for a marketing budget. Lisa will create an itemized marketing budget proposal that the board can then vote on. We could also send fewer representatives or consider doing their silent auction.

- Lori: We need to vote on our 2019 Organizational Budget, we are out of compliance by not having that in place by end of Dec 2018/Jan 2019. This is a larger project and separate from Lisa writing up a marketing budget.
- Lisa wants to consider offering a family discount of \$150 for bringing a new/first time camper family to camp. Maybe the discount could be for the new family as well/instead. Should all new campers get a discount/welcome package? Free t-shirts, gifts, perks, etc.
- New campership form circulating
- Recruiting staff from outside of camp currently. Invite to old staff going out this week, they'll have to fill out all of their paperwork immediately. Lisa will take "contracted" off the staff description; they are "at will".
- Letting go of starting a new older teen program this year. Plan to start it next year
- No therapist provided at camp this year--Policy of low drama, staff is there to work, they should seek counseling at home
- T-shirts could be given out for free at New Parkway
- Plan to call Camp Richardson next weekend to ask verbally for a hold for Winter Camp 2020. Lori will be there in person and will talk to them.

10:30 **Admin Report – Lisa A.**

- Reviewed the spreadsheet of current registrations--We have 16 registered families! They all paid in full and received the 5% discount before January 31st.

10:35 **Outreach/Marketing – Katie Rose/Rachel/Lisa Z**

- Reviewed Katie-Rose's Marketing report
- Movie day is coming up! Tyler and Katie-Rose are reaching out to LGBTQ organizations to invite them to attend movie day.
 - Sold 80 tickets on Eventbrite. Capacity for the small theater is 120. We're hoping they'll move us to the big theater (capacity 150) if we sell 100 tickets. We need a poster at New Parkway
- We're getting onto a mailing list [**Cat Brooks**], might have an opportunity to be advertised on their radio show.
- One table at [**EVENT?**] for \$30 for us to promote.

10:50 **Fundraising Report – Alison**

- Continued outreach to people who didn't pay their 2019 pledges was successful.
- Foundation funding--

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- We'll find out if we are invited to apply to a grant on March 2nd. This grant would cover full cost of 4 families from the Central Valley
- Looked through a bunch of foundations with Diana. Found a medium sized one to target in the city.
- Two more ideas for fundable projects: CIT training program, inclusivity and diversity committee
 - Lisa and Alison meeting with Mark and Michelle, and Carolyn Roundey today to discuss a plan for the committee.
- Horizon's Foundation: They'll start asking for applications soon. It would be a small amount, close to \$5,000. John is going to take this on
- More than 10% of our donations this year came from 2 families. They are likely to not give again this year. We need to do more honest outreach to our community.
- Katie-Rose will draft a fundraising letter targeted at queer small businesses, Lisa A will distribute these.

11:00 **Treasurer Report-- Lori**

- Paychecks and bills have gone out this month
- Accountant: We found an accountant willing to take us on at \$35/hour. Cherie Guy. She'll get a standard nonprofit account template to clean up all of our quickbooks online/books based on that template.
- Another \$9,000 payment going to CIC soon
- We got everything moved out of the storage unit! This expense is now off our plate.

11:05 **Budget Committee Report -- Liz/Roger/Lisa Z**

- Itemized budget report has been updated to monitor our current financial situation
- **Determining how we can note and identify money in our bank account that has been sequestered to specific needs/projects to make sure we don't accidentally spend it.**

11:10 **Tech Committee Report -- Katie/Lori**

- Suggestions to be communicated to Gina:
 - Keep working on making our website searchable, change the address
 - Video on homepage no longer working. The video was the slideshow of photos from a dance. This may not be the best entry point for new families to watch. Move video to program section.
 - Winter camp has last year's dates: change to "stay tuned for Winter Camp 2020 dates"
 - Change "almost 30 years" to "30 years!"

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- Proposal to create new, updated videos of campers talking about why they love camp. Possibly also a Prop 8 type video as well.
- There was a request from our campers to have our email list in order to make community announcements. Instead, we created a Camp It Up Community Connections Facebook page. Add your friends! Post conversations and community events.

11:20 **Handbook Changes** – Ora, Tyler

- Alcohol and drug use: the policy on medical marijuana cards needs to be explicit. It's completely illegal on Feather River land because its federal land. It needs to be explicit for even on the day off, in town, etc.
- Pronouns: should be consistently she/he/they, not she/he
- CPR/first aid: Mark requires first aid training for all CIC staff and CPR for senior staff. Further discussion needed around requiring staff to pay for their own certification. We have people in our community who can do the training
- Proposed change: "During camp, no physical contact is permitted between staff members or between staff members and campers, with the exception of brief hugging and kissing with clothes on." This would be a change from our current culture and will be difficult for some staff members. More discussion on this language and specifics of implementation is needed.

11:45 **Executive Session** (70 min)

Lisa Z. and Ora present for executive session

Out of executive session 12:05

Liz moves to approve the following CIU Board Presidents:

Alison: 2/10/19-3/31/19

Katie-Rose: 4/1/19-4/30/19

John: 5/1/19-6/30/19

Roger seconded, all in favor, no absentions, no no's

Into executive session 12:07

12:35 out of executive session

Alison moves to create a Long Term Sustainability Committee, John seconded, 6 in favor, 2 opposed. Katie Angelot, Katie-Rose Breslin, Susan Colson, Alison Hardy, Lisa Z and Ora Prochovnick volunteer to be involved in this committee.

12:37 in to executive session

12:50 **Adjourn – Next meeting: March 17, 2019**