

1.20.19--Approved 2.10.19

**CAMP IT UP INC.**

**Board Meeting Minutes**

**20-JANUARY-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, Lori Randlett, Alison Hardy, Katie-Rose Breslin, Liz Hendrickson, Roger Macdonald, Rachel Venning

*Board members not present:* John Dalal, Jay Sky

*Staff/Guests present:* Lisa Zeiler, Tyler Kavanaugh-Lynch, Aidan Cassel-Mace, Lisa Angelot

(R) = Remotely attending via web

\*\*\*= Bike Racked Items

**Interested: 4**

**Uninterested: 3**

**Agenda**

**10:00 Start Board Meeting, check-in, name timekeeper, Interested Party Count**

**10:08 Approval of Minutes (December) - Katie**

Katie Rose moved to approve the December 2018 minutes, Alison seconded, all in favor, one abstention due to absence. December 2018 minutes approved.

**10:10 YAC – Tyler and Aidan**

YAC created a list of local queer organizations and collected information for them. They plan to reach out to establish a relationship and see if they're willing to participate in our New Parkway event. We'll be giving out a code for free tickets to these organizations.

YAC will reach out to staff to look for new YAC members

**10:15 Executive Director Report – Lisa Z**

- Postcards: please put them up everywhere! Starbucks, synagogues, schools, have them on you all the time. Talk to people! Get them excited about camp
- We got an email from the Plumas county GSA. Phone date to talk next week.
- More photos for our website would be great. Katie-Rose went through all of the 2016 photos and picked out the best ones but needs help identifying faces with names.
- Asked Rachel to help with outreach to trans families. Gina will be able to make our website accessible to trans people by making it searchable in google
- Idea for a spring picnic and gathering fundraiser/people-raiser
- Need to think about who we want to partner with for pride this year. We want to approach them in a more formal way so we can have our own sign and be in the garden officially.
  - OFC provides free childcare at every event but their staff is small and need assistance with this. We can exchange the opportunity to be in the garden with offering some of our staff for childcare. Our staff are culturally competent and familiar with working with queer families which is what OFC needs. Do we need to make sure our staff are CPR certified, first aid, etc?
- Non CIT youth option: Lori is most knowledgeable about our insurance and liability. Lisa will talk to Lori and Mark about our insurance coverage and also for suggestions about how to run a youth camp.
- Hiring--much smaller group of staff this year
  - We will need approximately 7 SC, 7 JC, 14 CIT, sports, AC, drama, song leader, program leader, CIT director, upper teen group director
  - All staff 18+ will live in center of camp, all staff 15-17 will live in village
  - No drugs or alcohol at all even with medical marijuana card
  - 15-17 y/o non-CIT program who can live in the village
    - Aiden: don't want to not allow kids to come to camp and become staff. It might be a domino effect if someone can't come to camp
    - At the same time, we need to move away from legacy hiring
    - Liz: suggestion that Lisa can be flexible in these plans
    - Rachel: a little concerned that people will be very freaked out about this if the changes happen in one year. Could this roll out a little slower, over two years?
    - CIT program expansion--if CITs are working less, maybe we will need more JCs. CIT now must be 15 or finished a year of high school. This change will be really hard for our camp.
    - Requirement for SC: 18+ or one year of college?
- Buddy family system--needs a big revamp. They need to live next to each other even though that complicates housing a lot.

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- Coop time--can we get rid of it? Maybe we need to decide on the positions we need and then only ask for help with those. Email Lisa with suggestions

#### 10:45 **Admin Report – Lisa A**

8 registrations so far! A couple of new families! And a returning new family from last year. Sent out another constant contact. Going to work on the email list to reconcile the three different ones. Will send one more reminder of the January discount  
Lisa has a concert at the Freight on 1/31 and wants YAC to table at it to promote CIU

#### 10:50 **Fundraising Report – Alison**

A couple of people told Alison they would give their pledge donation before the end of the year. There are a couple of people who didn't fulfill their pledges and it doesn't look like we will receive them.

Diana and Alison filled out a notice of intent to apply for a grant. It has very clear areas of focus including queer, but only in the Central Valley so CIU has a new initiative for bringing more families from the Central Valley. Lisa and YAC in preparation can look into making connections with organizations and GSAs in the this region.

#### 11:00 **Treasurer Report– Lori**

- Statement of detail from Jan 2019, Dec 2018 and the full 2018 year. We are short around \$17,000.
- Storage--we need to move our stuff out of the storage unit to Tyler and Alison's houses immediately before Feb 12th
- Bookkeeper--she's interested in helping and further conversations need to happen
  - Liz: Quickbooks--it costs us and it seems a little difficult to use. Maybe we should ditch it, switch to a different service, or come up with something else in order to avoid this struggle
  - Lori wants the new person to take a look first and get her thoughts before we make a decision. The payroll service Lisa A. uses is only \$34 a month, and doesn't have to be updated regularly.

#### 11:15 **Outreach/Marketing – Katie Rose/Rachel/Lisa Z**

- Need help and suggestions with other types of marketing and outreach. We can do free ads in the newspaper. Katie Rose is familiar with Facebook. More energy should go into advertising camp since this is the time families start making summer plans, but she needs more support
- New Parkway--running a Facebook ad for the movie night. Eventbrite tickets are being sold! The page has over 400 views, so given the Eventbrite added fee we can hope for more people just showing up. Net sales \$110, 25 tickets (capacity is 130, we can have the

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bigger theater if 100). Nadi with OFC was in charge of the poster/flier, we need to print them at our own cost

- Only 3 board members planning to be there
- Could there be an option for counselors to watch children in the movie theater while adults can talk and shmooze in the entrance area
- We need at least 10 more volunteers for the event
- Free tickets need to be boosted
- Promocode: proudfamilies
- Movie: Totoro
- There was an OFC event at a kombucha and beer garden that was fun. We could informally invite everyone to that place afterward. This way we can talk and shmooze after, because we have to be out of the venue quickly
- Good to have someone with a computer available in case people want to register for camp at the event.

**11:30 Tech Committee Report – Katie/Lori**

Website is up and running! Gina is in full control. We still need more pictures.

We need to fix our search engine so CIU is searchable. Brett's house address also shows up under the google search.

**11:35 Executive Session**

Came out of executive session at 11:50am

Rachel moves to allow Jill to come to camp for free in 2019 and bring a guest. Liz seconded, all in favor. Motion passed.

Back into executive session 11:52am

Out of executive session 12:05pm

Lori moves: As of January 1 2019 Lisa Zeiler becomes an hourly employee of Camp It Up at \$20 per hour (as per Lisa Z's suggestion). The contract will be from January 1 2019 to August 31 2019. The total salary will not exceed \$16,000. Liz seconds, all in favor. Motion passed.

Back into executive session 12:07pm.

**1:00 Adjourn – Next meeting: February 10, 2019**