

**CAMP IT UP INC.**

**Board Meeting Minutes**

**19-MARCH-2017**

**10am-12:10pm**

**Location:**

**National Equity Project (Brett Bradshaw's Downtown Oakland office):**

**1720 Broadway**

**Oakland, CA 94612**

**Minute Taker:** Katie

**Attendance:**

Present: Em, Jay, Judy, Ora, Roger, Lori, Brett, Katie, Susan, Rachel, Leslie, Ty, Mary Beth (R)

Board members not present: John

(R) = Remotely attending via web

\*\*\*= Parking Lotted items

**9:30 Arrive, nosh and gab**

**10:00 Start, brief check-in, name timekeeper**

**10:10 Approval of February Minutes- Katie**

Ora moved to approve the Feb 2017 minutes, Em seconded and the board unanimously approved. Two abstentions due to absences.

Many board members wanted it to be reflected in the minutes that the minute taking/notes have been great!

**10:20 Executive Director's Report - Mary Beth**

*Winter camp--*

It went really well. Started out rocky of course. Jill holds so many things that aren't translated in writing so some things get a little lost in translation. People came early and were expecting to check in at 12 but I didn't have everything organized by the time people got there. I was low on returning staff so I reached out to folks I've previously worked with and some returning staff brought friends. I had no idea what it took to run the kitchen. No way to do this without Mark and his supplies. The food was amazing. I can see how staff getting worn out would happen. Kid's groups were great. I didn't know what I didn't know. Camp was full. We got snowed in. At summer camp the community of people that just do what needs to get done whereas at Winter Camp it was hard to get staff to jump in and empty the garbage cans etc when they needed to. Lots of supplies and we need a place to store it.

Rachel--At summer camp we have Feather River to do the whole kitchen work so that's a whole other job that we have at Winter Camp.

Ora--Anyone know where the new families came from? 10 new camper families! Mary Beth was able to create good rapport with these families.

Possibility of doing food differently than we've done it in the past. Restaurant at Camp Richardson: maybe we can try to arrange with them to make it more affordable. Mary Beth points out that Camp Richardson is not willing to do our food for us because they can't do the gluten free, vegan, vegetarian options. Also, the restaurant at Richardson is pretty far and people from the lodge and campers were already complaining about food coming out later than they wanted.

Did you feel that you had enough staff? Mary Beth: Yes because I brought in older staff members that were able to jump into some higher roles. Everyone else really pitched in. Even when they were working hard, they didn't seem to be overworked. Ty: It worked but that was the minimum amount of people that could've made it work. All of the returning staff were CITs and JCs so there was a lot to do. People assume that it's a hotel so hotel staff will pick things up.

Sent out a survey this morning to campers and staff.

\*\*\*Look over results of survey at next meeting.

Challenges people talked about:

Transition related existing gap between younger staff and folks that were brought in by Mary Beth. The whole culture of staff was different. Susan spoke with some younger staff that were fried and freaked out. Jill's leadership style was to bring everyone in but she wasn't there. No gathering point of training before getting to camp which would have been very uniting and helpful.

Feedback from campers- huge disappointment that there was no musician ready to jump in and play songs. Jill will come and do music at Summer Camp.

\*\*\*We would love for Jill to transition into the music program role and hope that that transition is co-lead by Mary Beth and Jill. Susan wants to make sure that Jill doesn't go onstage to sing to sing alone without MB and some campers with her.

Ty- it was great that we got to have this Winter Camp to realize what the kinks and bumps are. Having Jill work on a music program would be great. It'll be helpful with Summer Camp to have staff meetings prior to camp. Mary Beth sent out an email with a suggestion for a couple of training days which would be super helpful.

Staff Hours- Mary Beth: divided up the hours in the morning. Didn't check in with staff directly. Are staff debrief and appreciations actual "hours" or not? If it is mandatory, then we have to pay them. Lisa and Mary Beth have talked about doing Summer Camp in shifts so that we can chunk out times to be able to track hours easier. \*\*\*Mary Beth- if we don't have enough staff, we need to talk about what our process will be of reaching out and finding new staff members. Referral would be best. Personnel committee should work on the challenge of writing down our goals of having our kids become staff and also juggling the goal of training our staff well.

**10:40 ED/Treasurer Financial Report on Winter Camp— Mary Beth and Brett**

Brett walked us through his Winter Camp Revenue spreadsheet. There were 31 registrations so we were really full and brought in revenue. We did great, our expenses were lower than expected and our income was higher than expected.

Winter Camp this year- 8 paid staff and 3 CITs. Last year- 6 paid staff and 6 CITs. Last year the boundaries around their jobs were a lot more fluid than this year. Of the 8 paid, 3 are people we know (Angel, Wynn timer, Cody). This was a fair mix of a JC, fresh JC, and a SC. Of the 5 that MB brought in, Jeff was a gay man from SF, Lindsey was an older SC, Kai and Monica were skilled younger SC's, and Cody's friend came as well. We could have afforded to have another staff person and stay within the

budget. Depends of how many CITs there are. Staff salaries didn't include a pre-meeting so they weren't paid for that.

11- Jay has to leave

Ty, Anya and Pepper were the 3 CITs. A 15 year old girl was asked to be kind of a CIT. She helped out with Ty's group initially. She was brand new so she had no training at all. She seemed overwhelmed but would be able to succeed with some training. She was helpful at teaching cross country skiing to the older kids.

Important to ask staff who they are comfortable sleeping with because some of the staff were disappointed or uncomfortable where they were assigned. Had to split up CITs and Staff. In the future she'll try to put everyone in one large space. Mary Beth feels strongly that CITs should have a trainer and have someone to report to and support them.

Brett- coming into a critical time of opportunity. Summer Camp registration is about to go up. Daniel's doing his brunches. He wants us to step into a sense of being really active right now and take the opportunity to advertise for summer camp right now. We need to reassure staff that things are good. A good indicator will be high level of return of campers and staff and high level of engagement and excitement. We need to step up and step in! Susan- at least some of the winter campers felt that there weren't enough board members at camp. The Board doesn't need to be there in full because we've never done that. Mary Beth should be in direct communication with campers and staff to create rapport and excitement about camp. Mary Beth sensed that the "board" is making a lot of changes and decisions and they felt that the board should therefore be there. 'Well if the board wants this to happen, then why aren't they here' Mary Beth says she doesn't feel like she would've wanted more board members there. Having more board members there might make it hard for campers to actually go to Mary Beth instead of working around to the board. \*\*\*Potential use of the Boat House would be great. Even though other people think it's a long walk.

### **11:25 Fundraising Report- Judy**

CRM- we settled on UltraCamp. Lisa and Mary Beth have been working on it a lot. Lisa is going to do the first training. This program will have a donor component. Lisa will be doing all of the trainings with UltraCamp. It would be great if more people can jump in. Em and Katie are happy to jump into the trainings along with Lisa and Mary Beth. (WHO IS GOING TO INFORM EM AND KATIE WHEN THE TRAININGS ARE? )

How will we get the word out that the registration will open? We should put the UltraCamp url on the Camp It Up Website. Rachel mentions the need to make sure we get all of the deposits from last year. We could give campers a packet of things to do to help us market summer camp (school letters, flyers, etc). People that went to winter camp can hopefully advertise for this summer.

Daniel and Seth's plans for the fundraising event. 100 Dinners for Camp It Up. Weekend of April 22nd. Daniel and Mark, Seth and Jerry, Rachel and Laura, Emily and Rachel, Judy and Carolyn, Carrie Gray, Jeff and Brett, Ora and Rena, Em and Jenny, and possibly Susan and Mo are all planning to host events. ( Subsequent to the board meeting Em and Jenny decided to pass on hosting this year) Susan is thinking of reaching out to queer and/or straight millennials in her neighborhood. Daniel will send a MailChimp email and post the event on a website so folks can sign up to attend an event. Hosts get to decide whether it is closed or open. Maybe should have some balance of both because target audience is both camp community members and new people/outsideers. Original goal was to raise \$10,000 but this might be a stretch. We should make sure to invite the new campers from Winter Camp and Summer

Camp. ( WHO IS GOING TO DO THIS?) Mary Beth is willing to skype into some event if people want her to.

Grants- Talking about going for one of the Kaiser East Bay grants which can be from \$30-50,000. They are looking for groups that need support with mental health issues and also are willing to give to groups with narrowed group demographics. Best idea we have is to ask for a grant to fund a mental health position at camp. Hopefully we can also help fund our staff training programs for CIT Directors, etc through this grant. Leslie and Judy have started the application and will take the lead on it. Judy will make contact with the staff person at Kaiser, as it is the same person who worked with us on the Sponsorship application. MB can contribute to this by giving her opinion on what she would like to do with a grant towards training on mental health and what this would look like. The personnel committee will also work with this to make sure the proposal will align with our goals as a board. Make sure to keep in mind what our target population is and what needs they are facing. Hopefully Craig can also participate in this and give his opinion. Roger offered to help with the grant as well.

Ty leaves

**11:40 Executive Session**

Board went into executive session to discuss how Winter Camp went and to prep for Summer Camp.

12:20- Leslie has to leave.

**12:45 Adjourn**

**Next meeting is April 30th**