

3.17.19--Approved 5.19.19

CAMP IT UP INC.

Board Meeting Minutes

17-MARCH-2019

10:00 am-12:30 pm

Location:

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

Minute Taker:

Katie-Rose Breslin

Attendance:

Board members present: Lori Randlett, Alison Hardy, Katie-Rose Breslin, Roger Macdonald, Rachel Venning (R) to be , John Dalal (R), Jay Sky

Board members not present: Liz Hendrickson, Katie Angelot

Staff/Guests present: Lisa Zeiler, Tyler K-L, Margaret Kavanaugh-Lynch, Joel Ginsberg
(R) = Remotely attending via web

***= Bike Racked Items

Interested: Roger, Katie-Rose, John, Alison

Uninterested: Lori, Rachel, Jay

Agenda

9:30 Arrive, nosh and gab

10:07 Start Board Meeting, check-in, name timekeeper

Timekeeper: Jay

Interested Party Count

Alison proposes that we vote today on Margaret join the board

10:10 Approval of Minutes - Alison

Motion to approve February 2019 Minutes. 6 Yes, 1 Abstention.

10:15 YAC Report – Tyler

YAC would like to propose a staff meeting. We would have to pay people to come if it's mandatory. Maybe a voluntary staff meeting. It would be led by staff to talk about what needs to change this year culturally in terms of touching and drug/alcohol use. If ED (Lisa) is there, people might not be honest about re they've done in the past. There needs to be a really big shift

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in how the staff sees ourselves. Need to have an in-person talk about it where people can be honest.

Lisa: Should we include incoming CIT's?

Ty: No. We'd be talking about things that happened in the past that need to stop happening.

Lori: Who would facilitate? Ty will be in touch with Lisa about ideas of who can facilitate (should not be a board member)

KR: Should it be staff who are already hired or people who plan to come?

Ty: People who plan to come

Lisa: Applications are due April 1

Jay: "YAC invites you to a peer discussion"--not paid hourly, not an official staff meeting.

Update on GSA's around the Bay Area?

Lisa: Is YAC willing to reach out to GSA's around Bay Area to invite them to apply for jobs?

Lisa will draft an employment email and send it to Ty.

Margaret: JYCA might have some great adult facilitators who could help with the staff gathering.

10:26 Alison moved to have Margaret Kavanaugh-Lynch join the board.

Margaret: Do we have directors insurance for at least 1 million?

Alison looks at policy: Yes, we do.

Lori seconded the motion to bring Margaret onto the board.

Lori has paid our insurance and it just renewed.

Motion passed unanimously.

Motion passes, Margaret is on the board effective immediately. She is an interested party.

10:25 Executive Director Report – Lisa Z

-Movie Day was successful. One family has signed up for four nights.

OFC was glad to partner with us. They've asked if we can do it again next year.

Katie Rose, Ty, Rachel, and Lisa went to Berkeley YMCA night last week to help out. Talked to lots of families, one of whom is filling out campership form right now to come to camp this year.

-Ty: In terms of outreach: What are we doing for Pride this year?

Lisa: We want to go into the family garden, need volunteers. Also going to run an employment notice in their community board.

-Lisa: Would somebody be willing to post in Queer Parents group about camp? Lori volunteers

-Lisa: Want to do one more events this year and want to do a picnic. Partner with OFC and hopefully Oakland LGBT Center.

Jay: We could have it at Roberts at Redwood Regional

-Lisa: Working on sexual harassment policy, also interviewing people who applied for jobs This year's theme: Storytelling

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***Bike rack: DIY theme for a future year theme

-Plumas County Job Fair: Chuck is going to bring our stuff up to recruit staff members. Mark is interviewing people--if they can't work for him all summer, he'll direct them toward CIU

-KR will advertise OFC cleanup weekend on our community board (Facebook)

10:35 Admin Report – Lisa A

22 families registered as of March 10!

6 new families!

We will send out a "Please register" email in the next couple days.

Katie Rose will design the Constant Contact email, Lisa will write it. Lisa sending KR a draft soon.

10:40 Outreach/Marketing – Katie Rose/Rachel/Lisa Z

Movie day was great success -- registered a new family as direct result. Movie sold out!

Split the money with OFC, good gesture for community

Lori will send the check -- OFC and CIU each made \$221.32

Lisa and KR led songs with camp families

Other Marketing efforts:

-Rachel is looking into local newspaper ads

-Megan McDevit and KR will be running ongoing FB ads, thru Megan's free ad

Looking for new ways to reach out -- prefers to do it through events

-Ty -- will be doing presentation on camp at his school.

Looking for ways to find straight families with queer kids

-Joel -- how about making sure there are single parent tables, maybe a little programming?

-Katie Rose will write some copy for appealing to allies and single parent families?

-We should find the drag story hours. SF donates welcome events advertising for paid events, but other libraries might permit. Margaret will take cards to El Cerrito library.

-Lisa Z will email OFC to see if there are any upcoming events that we could volunteer at.

OFC Night Out -- there will be several people from CIU going who will do outreach to people at the party.

10:50 Fundraising Report – Alison

Alison:

-I circulated draft of grant proposal for Small Change Foundation. They do grants for CA orgs in the size we are looking at, found it with Diana Christensen. Please look at document and give comments; Alison would like to get it out ASAP.

Grant would allow us to hire someone to assist in training supervision of staff at camp.

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Use the money for camperships.

-Do you know anybody who knows James Hormel? Very small tightly held family foundation, a contact would be helpful.

Alison:

-We sent a pre-application to ARCUS, but they did not want us to submit a full application. Margaret and Alison will collaborate on identifying additional funding opportunities ate.

11:00 Treasurer Report– Lori

-Made first two CIC payments for renting space for the week of camp.

Jan/Feb payments both have been paid

-Next payment due March 26, \$14,471.55. We'll owe the same amount April 26th. After that, we won't owe anything until the end of June.

-We have received a donation end of Feb--t-Have to send OFC their check for Movie Day.

P-aid quarterly payment for our new insurance, which started this month.

Update on our bookkeeping:

-Cherie is our new bookkeeper. She has started to go through the records to determine the best way to prepare for reporting our 1099. -We are also working on updating our Quickbooks documentation.

11:05 Tech Committee Report – Lori

Katie A is in communication with Gina Gonzalez-Roundey,

She was making sure we're Google searchable.

Google Search: Camp it Up "History" doesn't lead to our website

We still need to remove the broken video from the front of our webpage.

11:17 Budget report

Our projected income is \$136K. Our projected expenses are \$164K. Approximate \$30K deficit projected. The Board will continue to look for ways to fill the shortfall. Registrations are coming in currently.

Roger: If somebody has made the reservation, isn't that a registration?

Lori: Yes. Don't take the checks that come through Ultracamp.

It is noted that a portion of every transaction has merchant fees, which is a debit as opposed to a credit.

Roger: It's reasonable to assume that if we do modestly well this year with registrations, we'll have 136K. If we do great this year as we did in 2017, we had 167K in registrations.

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ORA JOINS BY PHONE 11:33am.

Rachel and John have already left the call.

Lori: Cherie recommends that we have an accountant come in when she has completed her task.

Alison: Thanks to Roger, Liz, and Lori

Ora: We are out of compliance with our bylaws. As an organization, it's hard to make any decisions without a budget. If we put it off another month, it won't be the worst thing in the world, just hard to go without a road map.

Ora recommends we pass the budget and then amend it as needed.

Alison: We don't have a proposed budget so we can't pass one. What we have to do with Cherie is get information and do the best we can to pull together something for our next meeting and we HAVE to vote on it then.

BREAK 9 minutes

11:50 *Executive Session*

Motions:

Margaret moved that Task force/ED has permission to tell 3 men they cannot return to camp as a camper in 2019. Jay seconded. Five in favor. One abstention. Approved

Lori moved that we will have a "code of conduct" for campers that will be signed as part of the registration documents. KR seconded. Five in favor, one abstention. Approved

Margaret moved that before revised documents of employment, including but not limited to the personnel manual and new policies, are released to 2019 staff, Board will have final approval over the documents. Lori seconded. Five in favor, one abstention. Approved

Executive meeting adjourned.

12:30 Adjourn – Next meeting: April 14, 2019