

**CAMP IT UP INC.**

**Board Meeting Minutes**

**19-AUGUST-2018**

**10:00 am-12:35 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, John Dalal (R), Roger Macdonald (R), Kevin O'Grady (R)

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

*Members not present:* Liz Hendrickson, Jay Sky, Rachel Venning

(R) = Remotely attending via web

\*\*\*= Bike Racked Items

**Interested: 4**

**Uninterested: 2**

**Agenda**

**10:10 Approval of Minutes (July) - Katie**

Will vote on this next month when we have a quorum.

**10:20 YAC – Aidan, Tyler**

YAC shared their report document "Camp 2018 Policy Takeaways."

- Stipend pay vs. Hourly pay--benefits and drawbacks to each form of payment.
- Trades vs. Visits--we need more transparency and a standardized way of having previous staff stay in camp and visit. We need to come up with a clearer policy
- Legacy Hiring--
  - Some teens are not ready to be CITs, can we create a team building program for them to participate in that is separate from the CIT program?

- For staff who have already been CITs but are not ready to be paid we could possibly expand the CIT program to be available for more ages so that staff can always be a CIT. After the first 2 years they would be able to trade instead of pay for the program.
  - Katie-Rose: This won't solve the problem for people who don't like working with kids as they will continue to be CITs who don't participate with their group the way staff who enjoy working with kids do.
  - This position would have to be different than a CIT. Would need to create a new title for this position, they could work on programming rather than a kids group.
  - Katie-Rose: is there anything they could do other than kids groups? Ty: yes, we can create other programming positions. Separate kids group staff and programming staff
  - Katie: how would it be to move the CIT age up 1 or 2 years?
  - Alison: we need to create an alternative program for kids in this transition
  - KR: 3 years of CIT might be a compromise. I also survived waiting while my best friend moved up to staff without me. When I was on staff I had to wait to be a JC until I was 18 and SC at 21.
  - Lori: need to dedicate time to talk about this at a future meeting
- Great things about Camp 2018! There was less programming, water games instead of flotilla, board-staff meeting was productive, staff village was much cleaner/safer, atmosphere of open discussion about demographics at camp was productive, Facebook ad budget is great

### 10:30 Co-Chair Report

- **Officer Changes**
  - Katie-Rose is rolling off as treasurer at the end of August
  - Lori will become treasurer, Liz will become president and they will continue to be co-chairs together
  - Alison moves to remove Lori as president and heretofore enstate her as treasurer
    - We will defer this vote until an email vote at which time we will have a quorum with majority uninterested board members.
  - Katie Rose's term as treasurer will end August 31st.
  - Aidan: Neither the secretary nor the treasurer can serve as chair as per our bylaws Article 4 Section 1
  - Kevin: For the email vote, we need a unanimous decision to hold the email vote, then the vote itself does not have to be unanimous.
- **Responsibility changes**
  - Alison: May become the ED liason for the board. Also wants to be a committee member

- John: Working with Dan and Dave to create a silent fundraiser to raise capital to pay Jill. We will be able to pay her on time.
- Roger and Liz: Working on financials and budgeting to advise Lori, Brett and Katie-Rose in creating the 2019 budget
- **Evaluation Process**
  - Jay is personnel committee chair along with Alison. We'll be using the same evaluation process as we did last year. This will include the 4 page survey that each board member, Lisa, and senior staff will (Zach and Mango?) fill out. It would be great to do the all camp (staff and camper) survey again this year, but this needs to be sent out as soon as possible.
    - This will help us create more fleshed out job roles for the ED vs. the admin team
    - We need a job description for Lisa A.
  - Katie Rose will be heading the marketing and outreach committee. Will work with a camper who is donating Facebook ads
  - IT committee working on the website and UltraCamp--Katie and Gina
- **Strategic Planning**
  - Headed by Mark and Michelle Swan
  - Radical Inclusion Group--Different from Mark and Michelle's group. We haven't heard from them since the end of camp.

Liz talked to a member of the Plumas County board of supervisors who is in charge of the Quincy district. They will work together with Mark to help put things in place so that discrimination cases can be filed in Quincy and Feather River Camp has more access to justice. There has been a lot of buzz in Quincy about the incident at Round Table. No word on what the Radical Inclusion group is interested in doing post camp but we hope that they will come to us with suggestions or work with the Strategic Planning group.

#### 10:50 **Executive Director Report – Lisa Z**

- There should be an email sent to campers notifying that Winter Camp isn't happening. We need to communicate this with Camp Richardson and then reach out to the campers. Lisa will check in with Richardson. The email will come from the board with Lisa's contribution as this was a board decision.
- Van rental: it would cost \$900 to rent a van for 2 weeks for summer camp. If Mark is coming back to cook, the reason to have a cargo van is to bring Mark's stuff. Suggestion that the van may be costing us more than a rental would.
- Oakland Pride: Lisa is having trouble reaching Christiana, who offered us to come to the Pride celebration for free. She will continue to work on developing this relationship. An email was sent to staff asking if they can attend. It's on Rosh Hashanah (9/9/18) so many staff will struggle to attend. Having board members there would be great as well. Unclear

if we need to pay to march or have a table at pride (Lisa will call). OFC is marching as Tikes on Trikes at the front of the parade

- Mission statement: Is the one in the employee handbook the finalized version?
- Is there anything in our bylaws that says that we have the right to refuse service? We may need to refuse campers in the future and need a policy that supports this preemptively.
- Lisa will need some help and lessons especially with technology. Will need help so that she doesn't need to rely on other board members. Some board members need assistance with this as well; maybe a 1 hour session with board members and longer sessions for Lisa. Katie-Rose: Some of the confusion is because our documents are not centralized in one location. Some people cannot use Dropbox due to lack of space
- Lisa needs to sign her contract at school on Tuesday, needs a decision for the ED position by then. She will need to change her contract with school to stop working at sooner to have time to work on camp. She will need to balance making a living and having enough time for camp.

#### 11:05 **Fundraising Report – Alison/Lisa/John**

- Definitely made the 10K mark for the matching campaign! Alison will send snail mail thank you letters, Lisa A should have everyone's addresses somewhere.
- Dan and Dave generously offered to spearhead the campaign to finish Jill's buyout. John will work with them in the next month and report to the board. They are also going to assist in getting CIU onto the Horizon's Campaign network. This will allow big donors to invest in us through Horizon's
- Alison: We need a client fundraiser management tool (like Salesforce) to track our fundraising history and information. Perhaps Dan and Dave could help us get this setup. It may be part of Quickbooks or Ultracamp or a new CRM.

#### 11:30 **Treasurer Report – Katie-Rose/Lori**

- Lori ran payroll to take over the treasurer role. No financials to present today. We got a big deposit from Lisa A. with money from t shirts, registration balances, and some donations.
- 3 people wrote checks to OFRC that mistakenly were put in the CIU tip jar. We need to reach out to the 3 families and find out what they would like us to do with that money--we can reimburse them, send money to CIC, etc.

YAC departed 11:40

#### 11:40 ***Executive Session***

#### 12:30 **Adjourn**

