

4.14.19--Approved 5.19.19

CAMP IT UP INC.

Board Meeting Minutes

14-APRIL-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, Roger Macdonald, Jay Sky, John Dalal, Rachel Venning (arrived at 10:30)

Board members not present: Liz Hendrickson

Staff/Guests present: Lisa Zeiler, Lisa Angelot

Board president: Katie-Rose Breslin

(R) = Remotely attending via web

***= Bike Racked Items

Interested: 6

Uninterested: 2

Agenda

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

Roger's last board meeting after 9 years of service! Thank you!

10:10 Approval of Minutes (September) - Katie

Approval of March minutes moved to the May meeting. Margaret offered to take minutes for Katie at the May and June meetings.

10:15 Executive Director Report – Lisa Z

- Working on hiring but unable to give projected salaries as there is no budget. Informing staff of the housing and drug policy as she hires. Hired 3 new staff members so far including a Program Director. Still looking for a CIT Director and Staff Director. She is looking to hire people of color for these positions.

4.14.19--Approved 5.19.19

- May date for a community picnic? Rachel will take the lead on running this. May 19th 3-7pm, potluck style. Will check with other organizations (Oakland Pride Center, Gender Spectrum) to see if they want to collaborate with us.
- Hoping YAC reached out to Bay Area GSA's. Lori will send our postcard to the Queer Family page.
- Working on changing the buddy family program.
- Budget question: can we provide a first aid training for our staff? We need at least 10 staff members to have this training. We'd like to be able to offer this to the staff. Alison offers up to \$50 per senior counselor to cover this cost for now.
- Lisa needs Jay and Gina's help with the staff forms. She wants it to all be online. Lisa A will help track and get all of the forms in before camp.
- Staff training Planning to have a couple of voluntary staff gatherings. Lisa is requiring that everyone on staff come up to camp on July 24th for the mandatory trainings before the start of programming.
- Diversity training is going to cost a lot of money and to have it at camp would be really expensive due to transportation and room/board costs. In an effort to cut down on this cost, it might be possible to get a training for the night of July 23rd when most staff will be in town.
- Board members will be invited and expected to attend this training.

10:30 Admin Report – Lisa A

- We've received 51K in registrations so far for 2019. 72K including deposits and the board. We have 9 new families. Many of these families are coming from Our Family Coalition! We did great at these events. They're coming in groups and wanting to stay near each other.
- Financial aid: given away 2 camperships for 400\$ each. One is a low income Oakland resident which will be covered by the donation from CIC. 5 more families have expressed interest in a campership, all are families of color. Waiting on the final budget before giving more camperships away.
- Mark wants monthly projections of how many people will attend CIU. This is hard because Lisa's never made projections this early. As of right now we're a little over where we were last year. Let Lisa know if you or any friends are registering! Verbal commitments are helpful. Board is happy to help making calls to ask for verbal commitments. We won't start making these calls until May.
- Another email will be sent out before the end of the month reminding folks of the 2018 registration fee rates if they register before the end of May.

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

4.14.19--Approved 5.19.19

- Katie-Rose has designed an advertisement n for Facebook to promote CIU summer camp 2019. Lori is willing to donate to the ad. Instagram and twitter accounts will be sent to Katie, Gina and Tyler to work on posting and adding hashtags.
- Lisa A talked to Yelp about improving our account but this costs a lot of money.

10:45 Fundraising Report – Alison/Margaret

- Alison and Margaret have talked to a couple of donating organizations.
- Horizon's foundation is hosting an event. Watch your emails, we might have some kind of donation ask coming out on social media as part of Give Out Day.
- Social justice oriented church on telegraph possibly able to give up to 2k. Writing the grant application now and need the budget to make this happen. There is some groups that are interested in providing grant money for diversity trainings, families of color and camperships.

10:50 Tech Committee Report – Katie/Lori

- We are searchable now on Google and other search engines!
- Update president slots on the board of directors page (rotating Katie-Rose, John and Alison)
- Approved board minutes are published on the website!

11:00 Treasurer Report– Lori

- Reviewed treasurer reports
- 11:05 Lori went home to get the spreadsheet she meant to send to us. She stayed on the call via Zoom.

11:00 – 1:00 Decisions · 11:00 Budget for 2019

- We reviewed Lori's budget documents from 2018 and created a new 2019 budget.
- Staff: Lisa should project a budget figure for staff salaries and give it to the board to help us make our budget. We can use last year's budget and then Lisa A will help Lisa Z edit and update as needed.
- Credit card fees: we want to inform people that using a card will charge them a 3% fee, we can't take on this fee anymore.
- Need to examine revenue of capital budget at next meeting. Katie moved to approve the 2019 Budget, Alison seconded, all in favor. Budget approved unanimously.

· 12:45 Registration Fee Increase

- Suggestion to increase registration fees by 5% in each category

4.14.19--Approved 5.19.19

- Alison moves to raise all camp other than CIT fees at a staggered rate of 3% for low, 5% for middle and 7% for high rate per person at all ages. Margaret seconds. All in favor. Motioned passed unanimously.
 - **Addendum 4/26/2019: Via email vote, the board unanimously voted to increase fees in all categories by 5% rather than a staggered rate increase.

· 1:00 **Room & Board Increase on Staff pay**

- Tabled for May meeting

1:00 Rachel leaves and calls in

1:15 ***Executive Session***

1:20 Out of Executive Session

- Alison moved to share our fiscal documents with Camps In Common, Roger seconded, 1 abstention, all others approved. Motion passed.

Executive session concluded

1:30 **Adjourn – Next meeting: May 19, 2019**