

CAMP IT UP INC.

Board Meeting Minutes

19-FEB-2017

10am-12:10pm

Location:

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

1720 Broadway

Oakland, CA 94612

Minute Taker:

Katie

Attendance:

Present: Board members: Em, Jay, Judy, Ora, Roger, Lori, Brett, Katie (R)

Board members not present: Susan, Rachel, John, Leslie

(R) = Remotely attending via web

***= Parking Lotted items

9:30 Arrive, nosh and gab

10:05 Start, brief check-ins, name time-keeper

10:15 Approval of January Minutes & Secretary Check in - Katie/Leslie

Ora moved to approve the January minutes, Roger seconded, unanimously passed. Katie reached out to Sarah Marsh via text and is arranging to pick up old hand-written minutes. Katie will go through Rachel's old minutes soon. We talked about Parking Lotted info: Katie will make a new document to record these items as they are brought up so that we can come back to them as needed.

10:30 Fundraising Report/System Search Task Force - Judy

- CRM- Next meeting is on the 28th when we will talk about what we've learned to choose 3 options to present to Mary Beth. It's happening, although slower than we originally had wanted.
- Thank you letters are completed for everyone who donated in 2016.
- Finished up closing the rally sight as there haven't been any donations from that website in over a year.
- Kaiser Permanente had planned to sponsor A Night of Music but withdrew their offer because our information on the IRS site was inaccurate and listed us as not having

non-profit status. We can return to them if we have an event for them to sponsor, now that our website has been corrected. Judy requested to be put on the email list to receive notification of request for proposals for community grants, due out sometime in March. If we can think of a way to ask for a sponsorship, it's a sure thing (these are \$2,500). These donations are for events so we will have to tie the request to an event. Community grants are \$30,000 to \$50,000. May be better to work our way up to the higher ask. We need to make a case that the grant should cover a specific area (staff training, operating costs, talent show, etc). Will arrange a conversation with them regarding which way we should go. Hoping that Mary Beth can help jump into the fundraising committee after Winter Camp.

- Idea from Daniel Barash and Seth Ubogy for 100 dinners and brunches: "In April, when Spring flowers are blooming and camp excitement is beginning to build, Camp It Up! is launching a huge community get-together, the First Annual "Weekend of 100 Dinners and Brunches." It's a simple, brilliant concept: Volunteer hosts throw parties and invite their friends and neighbors. Instead of bringing a beverage or dessert, guests make a contribution to Camp It Up! Events can range from the simple (bagel brunches, picnics in the park) to the extravagant (elegant dinners, themed parties.) Wondering if you would consider hosting one of the events to benefit Camp it Up!?"
 - He is planning to ask the whole camp community to do this, but he also wanted to ask the board to pitch in and maybe get some core camp people to jump in. He's already set up a website and is working on an invite. To clarify: 100 dinners means 10 hosts, not 100 hosts. One issue might be that most friends to invite over are probably also camp people. Overall it sounds like an amazing idea with a lot of continuity. There's an element of us supporting Daniel and Seth, and it's important for us to support these great enthusiastic community members. We are grateful to them and will support them as much as possible. Em is excited about it and is willing to help.
- Decided last meeting that the fundraising goal will be \$45,000. Judy suggests that in order to get to that amount we'll need to do our board solicitations before camp, do our camp campaign, etc.
- Need more people on the fundraising campaign. Maybe Daniel would be interested.
- The plan was to send an extra yearbook to prospective high end donors. Fundraising committee to discuss this.
- **10:50 Events and Outreach – Lori/Judy**
 - Our Family Coalition Night Out on **Friday, May 12, 2017** at the InterContinental San Francisco. We have received a request to become a sponsor. The deadline for being included on all print materials is **March 21**. Anywhere between \$300 (1 ticket, listing and all event materials) and \$5,000 donations. Last year we pieced together a table and paid about \$300 out of our budget. Ora moves that we donate \$300 for the Friendship supporter amount, Roger seconds, unanimously approved.

- Need a volunteer committee to do outreach. This ties in with the need for more fundraising people. ***

11:00 Treasurer Report – Brett: Budget Approved last month, follow up

- Brett explained his Banking Summary that covers expenses and income from 1/1/2017 to 2/18/2017. Big expenses including a check to Jill (5% of revenue from winter and summer camp), Camp Richardson payment and a Camps in Common down payment.
- Head's Up: Camps in Common have officially hired their new Executive Director. He and Brett communicated and Brett put him in touch with Mary Beth. Dianna Christensen was very excited about this hire so we are hopeful. Also, The insurance for the van is going to be pretty expensive.
- Total expenses are ~\$53,000 and our balance is ~\$35,000.
- We should be okay with the continuing Camps in Common payments but it may be difficult as we aren't sure when registration will go live. Katie says we need to make sure no one has to input their info more than once if we are late in setting up a CRM.
- Winter Camp staff payments will also be coming up soon.

11:10 Van Update – Lori/Brett:

- Mary Beth has the van and it's in Tahoe! The tires are working well. There are some maintenance things that we need to do before summer camp. How do we want to deal with storing it? It needs to be started every once in awhile. Susan and Lori have spots they can leave it in and would love if others can jump into the rotation. Maybe we can get it painted/put our poster on it and then drive it around. Em will do research on the expense of wrapping it or painting it. Maybe we can add something like "Let the difference make you strong" with a rainbow to make it clear that we're an LGBTQ camp. Brett reminds us that we didn't budget for this.
- We have to take into account that if it's parked on the street, we can't use it as storage.***

11:15 Executive Session

The Board then went into executive session to discuss the following topics:

- Board Recruitment
 - Finance Committee: Refund Policy
 - Personnel Discussion
 - Board member roll off timeline:
 - Ora- December and is willing to continue to consult legal issues
 - Judy- can't stay passed December. Sooner is better
 - Susan- January 2018? Unclear
 - Brett- December
- Ora and Brett need to go off first in order to follow the bylaws.
- We need a new Treasurer, Lawer, Fundraiser and co-chair. Mary Beth also needs to help with some of the treasurer duties. The treasurer shouldn't do van insurance, payroll, etc. Jay knows someone from Head Royce who is really interested in CIU

Refund policy: case by case basis depending on whether we are out of money. We can't judge the merit of their reason for canceling. We can only judge based on whether we can afford it or not. We need to change the policy so it says something like "after this date we cannot refund unless xyz scenario" and have specific restrictions. We'll refund money to the degree that we are not out of money. The refund will come in a credit, that can be used at any time and will be arranged according to an equation. We need to get this policy written up officially***
Some CRMs offer an insurance option for campers***

12:10 **Adjourn**