

Camp Mitchell Board of Trustees
March 14, 2020 Minutes

Members present: Michael Briggs, Craig Douglass, Olivia Goza, Hannah Hooker, Jenny Knight, Sam McCracken, Robert Seibert, Greg Warren

Non-Members present: Duncan Ely, Harold Hedges

Members Absent: Linda Brown, Marcia Williams

Meeting called to order at 1:35 p.m.

Greg Warren led Noonday Prayer

1. Minutes from November meeting passed
2. Elections
 - a. Hannah remains secretary and treasurer by acclamation
 - b. Jenny Knight elected chaplain
 - c. Craig Douglass elected vice-chair
3. Paused on the agenda to do brief introductions for new members
4. Duncan's Report
 - a. Bookings
 - i. Feedback from community and from folks who have come to stay is largely positive
 - ii. COVID-19 has caused several cancellations so far.
 - iii. Unclear about the refund policy for cancellations, should we consider a special Coronavirus cancellation policy?
 - b. Summer Camp
 - i. More applications for staff members than have spots for which allows us to choose the best for the job
 - ii. CIT apps are rolling in
 - iii. Aside from senior high, we're assuming all sessions will be as full if not more full than last summer
 - iv. Larnie also working on a few other programs, including an alumni reunion, a yoga retreat, and adjusting leghugger camp to allow for parents/kids to be introduced to camp via a weekend event
 - v. Harold let us know about the Conspire event
 - c. Website/Facebook
 - i. Larnie is working on FB/Instagram, both Duncan and Larnie are working on the website.
 - ii. all events that are open to the public need to be events on the website
 - iii. Michael asked for prices to be listed on the website. Larnie and Duncan are working on it.
 - d. Buildings and Grounds
 - i. Duncan asked the electric co-op to come do an energy audit on four buildings, we received a 70-page document

- ii. Will need to move from incandescent to LED, replace weather stripping, etc
- iii. Denise Chai is working on a light bulb campaign as well as getting people to donate thermostats
- iv. Greg brought up weighing the need for thermostats vs. all new HVACs. We don't have a maintenance contract on HVACs currently but have a quote for one for \$4000/yr
- v. Many roofs need replacing, several active leaks
- vi. Julie has completed her level II waste water certification, so we won't need to pay anyone to check the water treatment plant. Her report:
 - 1. We have a package plant, which are notoriously poor performers
 - 2. Has been neglected for a lot of years, is in a state of disrepair
 - 3. We're facing renewal of our license in 2021, we can't operate without it
 - 4. Currently, we're looking at 6k of grating to cover it so we can walk near it.
 - 5. Julie will get back to us with a timeline for replacements, we're looking at a grand total of 50-80k to fix, or get a new one for 125-150k
 - 6. THANK YOU FOR ALL YOUR HARD WORK JULIE

e. Site Development

- i. Very nearly finished with our flagstone terrace
- ii. Diocese at the beginning of the process to evict tenants in the house in Newport
- iii. BOV has 25k ready for the Chapel project, they'll be meeting for one day in September
- iv. Chapel project so far involves to power wash and repaint, having a concrete expert coming to assess the floor, repainting and staining/finishing all wood, doors will be replaced, as well as fans

5. Marking Committee Update

- a. Step one was to assimilate all audiences/mailling lists in one database. We're trying to figure out how to get money in the door so we can have a foundation for a capital campaign
- b. Diocese has been very helpful in compiling the list. Biggest list so far is the previous donor list.
- c. Also worked on getting previous camper names and parent contact info, Jenny may be helpful with that from her email
- d. The Alumni list exists largely as a FB group, trying to come up with a strategy to communicate with that group outside of FB
- e. We really need bigger MailChimp subscription, we've already used up the free services, plus we could send a link for online giving
- f. Thinking about a first solicitation going out mid-late May, depending on Coronavirus.

- g. We'll need a Parishioner list from the bishop's office
- 6. Budget
 - a. Previous budget approved by board via email rejected by executive council based on lack of evidence to support Duncan's income projected.
 - b. Hannah presented a revised budget that may be presented to executive council. See attached.
 - c. Significant decreases in revenue based on decrease in diocesan commitment and projected 2020 income.
 - d. Total deficit around 155k
 - e. Hannah will email budget to board to mull over over the weekend, and respond with thoughts about budget and thoughts about personal contributions
 - f. Michael announced that it's time for board members to commit financially and to fundraising

Meeting Adjourned at 3:15pm

Respectfully submitted by
Hannah Hooker