

**Camp Mitchell Board of Trustees**  
**22 March 2021**  
**Meeting Minutes**

**Opening Prayer**

The meeting was opened by the Reverend Greg Warren (Chair) with a prayer.

Members present: The Reverend Michael Briggs, Denise Chai, the Reverend Marti Dalby, Craig Douglass, the Reverend Hannah Hooker, Jenny Knight, Margaret McLellan, Robert Seibert, the Reverend Greg Warren, and Marcia Williams

Ex-Officio members present: Harold Hedges

Members absent: none.

Also present: Mary Jane Hodges, Diocesan Financial Coordinator

**Introductions**

Chair Greg Warren asked everyone to introduce themselves and tell their connection with Camp Mitchell.

Greg also welcomed Mary Jane Hodges, who will be joining us every other meeting with financial information for the camp.

**Elections**

The following board positions were elected for 2021:

Vice-Chair: Michael Briggs (steps in for Chair when needed)

Secretary: Marti Dalby (takes minutes of meetings)

Finance: Margaret McLellan (works with Mary Jane Hodges); Denise Chai will also work with Margaret

Facilities: Jenny Knight (works with Harold Hedges and Robert Seibert)

Chaplain: Hannah Hooker (prayers and other devotional needs of the group)

Greg made a motion to accept the nominations as presented. It was seconded by Hannah and unanimously approved.

## **Working Group Update**

Greg, who is also a member of the Working Group, reported that, in general, goals included an autonomous board and better communications across the Diocese, especially with individuals. Some areas that they have been exploring include comparisons with ten other camps, stakeholder interviews, a detailed plan for the facilities, and a workable, sustainable overall plan. The Working Group will meet with Executive Council to present their recommendations for approval 31 March 2021. There will be a later open Q&A across the Diocese.

## **Communications**

Harold Hedges suggested that we might want to consider a Communications Chair from our Board who would be responsible for monthly newsletters that would go out to everyone in the Diocese. Greg stated that this would certainly be a step toward restoring transparency and trust across the Diocese concerning camp. Hanna noted that this newsletter will be prepared by camp staff by 2022. There is still a need in the interim. Jenny will prepare a communications plan.

Margaret has prepared two forms to assist in communications. The first is entitled, “Every Member Matters to the Mountain (EMMM).” The second is a form that is similar for youth entitled: “Camp Mitchell Calls Every Youth by Name.” Both include information about potential users of camp, including contact information and why they are interested in camp, as well as how they have participated in camp in the past and their special skills. She stressed the importance of youth input, as that has not been as prevalent in the past.

Margaret would like to have a color brochure sent out every January for campers so that parents can have enough time to determine camp sessions, finances, and/or possible scholarships from churches.

## **Financial Review – 2021**

Mary Jane explained the different sections of the January- February 2021 financial statements consisting of the Balance Sheet, Income Statement and Budget, as well as the funds that are associated with them. There was also discussion of any possibility of an additional, future PPP loan for camp. Mary Jane will revisit if we can apply for a second one. She also explained that when we borrow from our restricted funds, the actual money comes

from the Diocese. Two important things: We cannot borrow over our fund balances; and, any money we use against our funds goes into a line item that is included as essentially a loan from the Diocese to us on the diocesan financial statements. She reminded us that this is not a sustainable situation. She also spoke about how the Pandemic was the actual cause for the camp's pause this past summer. The bishop has been working with Executive Council to get the money that the camp needs for 2021. We have been given "breathing room" to get the future of camp figured out. Margaret asked that we thank the bishop and Executive Council for their support doing this shutdown. Margaret made the motion to thank them and it was seconded by Harold and unanimously approved. Mary Jane ended by explaining that there is no "fat" in the budgeted expenses for Camp. We have to raise revenue to make the camp sustainable. Margaret and Denise are going to coordinate with each other, part of which will be looking at past financials for camp to get a better picture of the financial situation. Greg made a motion to approve the 2021 financials as presented. It was seconded by Jenny and unanimously approved.

### **Calendar**

Greg mentioned that we need to ascertain that weddings don't completely block future diocesan events at camp, such as AYE. He also said that we will talk about fund raising at our next meeting.

Robert reported that Allen Pettit, who is on the Board of Visitors, will be the liaison from that board to the Camp Mitchell Board of Trustees.

We will discuss volunteers for work days at the next meeting.

Our newly elected chaplain, Hannah, said a closing prayer.

There was a motion and second to adjourn at 2:49 pm, which was unanimously approved.

Respectfully submitted,

The Reverend Dr. Marti Dalby+  
Secretary