

Camp Sweet Life Adventures Meeting Minutes

CAMP SWEET LIFE BOARD MEETING MINUTES	DATE: Thursday, May 9, 2013	SUBMITTED BY: Robin Jordan
PRESENT: Vickie Parsons, Rob Larson, Valerie Koch, Jocelin Reynolds, Robin Jordan, Mary Powers, Melissa Lembke, Cathy VanHove		

TOPIC	DISCUSSION	ACTION/RESPONSIBILITY
Previous Minutes	Previous minutes approved. Decision made that once minutes are approved, they will be posted on the website. Anything confidential will be marked “discussed in executive committee” and not posted.	
Financial Report/Budget	ACA Camp Director Training - \$100 per person. Vickie and Jocelin to share information. Increase Admin Asst monthly pay from \$250 to \$500, retro back to January 1 Increase Activities Director and CIT Coordinator to \$1400	
Finance Committee Update	<p>Finance Committee Met last week. New members, Brian Koch (has a great network and will be helpful to have the resources on committee) and Sue Hanson. Sue will be completing the Bremer grant application. Committee reviewed budget and looked at upcoming grants and divided up what needs to be taken care of. Monthly finance committee meetings are set up. They will coincide with the board meetings; they will meet prior to board meetings. Rob has talked to Marcia Bahr in regards to the Mankato Clinic Foundation Grant. They now have a clearer idea of what is needed to present to the Foundation board. Information, including what’s new and improved at camp this year, will be presented at a future foundations board meeting. Anticipate receiving \$5000 this year. VIP guests will be invited to visit camp again this year.</p> <p>Donations List reviewed.</p> <p>Financial Assistance – Have had requests this year for financial aid/scholarships. Current process is to have campers request financial aid at time of registration. A variety of options were explored for next year. Will formalize scholarship process/application before next years camp. Currently we ask families how much they can pay. We have requested that campers pay even a small portion to have ownership with the registration process and hold their child's spot if they need financial aid. We have received \$150 for Camperships from Albert Lea Lions, that can be divided between the few that currently need assistance.</p> <p>Twins Game for Raffle – Saturday Game - September 8. Approval needs to be obtained from gambling board, then tickets will be able to be printed and sold.</p>	<p>*Donations list will be updated and sent to board for additional input. Ideas to be sent to Robin prior to 6/1.</p> <p>*Finance committee to review the financial assistance for campers at a future meeting.</p>
Southern Minnesota Nurses Association	Southern Minnesota Nurses Association had a meeting at Gustavus today. Mary Powers attended and had the Camp Sweet Life table set up. She was able to talk to a few nursing students that are interested in working and/or volunteering at camp. SMNA was able to raise approximately \$2000 from their bowl-a-thon that they had to benefit CSLA.	*Robin to follow-up with students that expressed interested in working camp.

Parent Committee Update	Parent Session last Sunday at Loyola. There were 5 families; and Jocelin and Val. Jocelin was able to show the parents the new website, and explain how to find information. New Facebook group started, Camp Sweet Life Family Support Group. There has been a lot of good feedback, good conversations; currently up to 20 members. Members need to request invitation or be invited by administrator. Parents are encouraged to post questions to other parents. Postcard Info Card will be revised to include Facebook and Twitter logos. Currently they do not have any meetings scheduled for summer. Jocelin may send out a note to all sometime this summer to meet up at Sibley Park. Information about the Facebook group will be added to the website.	*Camp meeting 4/21
Leave A Legacy Update	Jocelin and Vickie went to the last meeting that focused on Social media. They talked about different outreaches via social networking. Gift policy information was able to be obtained from this meeting. The Facebook Group was an idea that came from this group.	
Newsletter	Newsletter will be done by 6-1. Melissa to include spot on SMNA and the bowl-a-thon. New Facebook information will also be included. "Thank You" to acknowledge past donors, and grants received. Question will be asked, "What do you want to see or hear at the Camp Parents Session this year?"	*Robin to send list of donors to Melissa
Camp Committee Update	Jocelin applied and camp committee accepted application for her to be activities director. Kevin Lewis sent application and camp committee accepted application for him to be CIT coordinator. Executive Board approved those hires. Tavis Reider will be our Waterfront Director this year. He was at camp a couple years ago and is very familiar with camp. Currently we are limited to 100 campers.	
Board Member Job Descriptions	Board reviewed examples of Board Member Job Descriptions for President, Vice-President, Treasurer, and Board Member.	*Robin to revise descriptions and will be sent to group for review. Descriptions will be reviewed and approved at next meeting.
Misc.	Karen Snay has resigned from the Board of Directors; however, would like to stay on the Parent Education Committee. Board has agreed past board members will be continued to be invited back to the Board and any future activities. Welcome Letter to campers to be sent out in the welcome packet: Registration to begin at 11:30am; Vendors will be available 11am-1:30pm. **Include note – Please arrive accordingly to allow enough time to visit with vendors. Val discussed the possibility of being listed with United Way to acquire volunteers. There will be training available May 29 & 30 th . Val volunteered to work on getting this set up this summer.	*Robin to send out Welcome Packet to campers.