

	Board of Directors Meeting Minutes Thursday, February 11, 2019 6-8PM CST	Logistics: <u>Conference Line</u> 866.295.5950, Passcode 1930213# <u>Location</u> Gurnee Police Department 100 O'Plaine Rd., Gurnee, IL 60031
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Attendance

Board Members Present: Annie Chapman, Romy DeCristofaro, Ellen Mauer, Mike McKeon, Janet Piedmonte, Jerry Topcik and Tim Topcik, and Jessy Zich

Board Members Present on Phone: Bob Hughes, Tim Klagos, Natalie Knebl, Mike Mikkelson, Jan Santarius, and Taylor Spratt

Board Members absent: John Mueller

Staff: Dennis Lipp

Guests: None

Call to Order

- Mike McKeon at 6:06PM

Moment for Mission

- Jessy Zich - Shared and discussed articles and information received at a recently attended workshop on children spending their time doing outside activity vs “screen time”. Outdoor activity is shown to support better mental and physical health - brain development and reduces stress. All children need nature. Many are suffering from Nature Deficit Disorder.
- Janet Piedmonte nominated for April moment for mission.

Approve Consent Agenda

- Jerry T moved, Romy D seconded to approve the consent agenda which included approval of the January 10, 2019 Board Meeting Minutes.
- **Motion carried.**

Board Chair Comments

- The Finance committee has been busy - a lot of meetings working on budget, policies, and camp structure.
- The Fundraising committee is also busy - Strong Kids campaign kick-off and a pizza fundraiser.

- The Board Development committee has been taking with me on opportunity areas for the future.
- Northland transition continues to be smooth. We need to ensure procedures and documentation are in place to make sure we don't miss things throughout the year.
- Dennis and Nina are busy - camper numbers are growing.
- Overall, very encouraged by all the activity by the staff and Board.

Finance Committee budget related recommendations

- Move \$15,000 from the Maintenance Reserve of the Capital Projects Account for camp maintenance and repairs.
 - \$6,000 for refinishing Dining Hall floor with the remainder as a contingency providing flexibility for potential "unknowns".
 - Jerry T moved, Ellen M seconded, to approve moving \$15,000 from Maintenance Reserve.
 - **Motion carried.**
- Write-down \$149,000 of the assistant director's residence loan from accumulated earnings in the Richard Mellen Endowment Fund and Capital Projects.
 - Interest is drag on operations budget
 - Lesson learned on capital project spending before funds are raised. However, decision was made at the time were best for CJ.
 - Bob H moved, Romy D seconded, to approve write-down of \$149,000 of the director's residence loan.
 - **Motion carried.**

Presentation of the FY 2020 Budget (Tim Klagos/Dennis)

- Based a lot on last year's performance.
- Expecting program and contribution revenue to be similar, but more conservative on facility rentals.
- Expenses are up
 - Full-time and year-round property manager
 - Child care staffing higher
 - More expense in residence/day camp needed for program quality
 - Fewer international staff
 - Payroll tax, health insurance, and pension costs are higher.
- Overall, a balanced budget expecting to break even.
- Tim T moved, Janet P seconded, to approve FY 2020 budget.
- **Motion carried.**

Executive Director Goals 2019

- Thoughtful process that's been going on for some time between Dennis and Mike.
- Three primary areas discussed: Staff / Community / Programs
- Jerry T moved, Annie C seconded, to approve Executive Director's goals.
- **Motion carried.**

Around the Campfire Discussion

- 129 total attendees.
- Some of the many positives include: holding on Saturday, only serving appetizers, and tiered pricing.
- \$9,500 goal/budget and numbers are not final yet, however expecting \$19,000 in net income compared to \$7,000 last year.
- New addition to Fundraising committee contributed significantly to event planning.
- Golf outing is scheduled for September 13th.
- Alumni weekend scheduled for September 26-29th.

Executive Session

- None.

Old Business

- None.

New Business

- Discussed need for more robust documentation repository.
- Fox Island usage - May need to consider spending time during work weekend. Also, need to repair and add signage.
- Work weekend scheduled for May 3-5th.

Good and Welfare

- Being no further business, Mike McKeon adjourned the meeting at 7:13pm.

Timothy A Topcik
Board Secretary

February 19, 2019
Date