

**Friends of Camp El-O-Win
Board Meeting Minutes
May 14, 2015**

Present: Nancy Ramos, Erin Baber-Sherwood, Colleen Martinez, Gayle Duffy, Margy Becker

Absent: None

Guests: Mark Stimmell, Jane Martin, Lee Nave

Call to Order/Introductions

7:10 called to order by Nancy Ramos

Presentation of the Insurance Policy:

Mark Stimmell presented the current insurance coverage package held for the Camp El-O-Win property and organization. Mark represents the Great American Insurance Company. Currently the policies carried are Professional, General, Theft, Molestation/Abuse, Property and Auto.

The kitchen is currently insured at the replacement cost, other areas at camp at their depreciated value. These policies were purchased under the assumption that the camp would secure donations/volunteers to replace/repair any damaged property.

The newly purchased van is not yet included on the auto policy. This policy currently covers the camp truck at a cost of \$1188/year. The van will add an additional cost of \$1140/year. This policy carries a \$250/\$500 deductible, The policy will also cover anyone doing El-O-Win business after their personal auto policies reach the limits of coverage should they be involved in an accident during the time they are working on behalf of the organization.

It was discussed that those being allowed to operate camp vehicles should be required to carry certain limits on their insurance to avoid excessive liability on El-O-Win's part.

El-O-Win carries Accident and Health coverage. There are also riders in place for events off the El-O-Win property.

Workman's Comp coverage is carried by State Fund. They will require a deposit of \$1902.67 and payments of \$733.67. The policy will be effective 6/21/15.

Coverage up to this point has run \$15,000-\$16,000. Now that resident camp has begun, the cost of coverage will increase to \$26,000/year.

Following the presentation, Mr. Stimmell left the meeting.

Consent Agenda:

- Minutes from April 2015
- April Financial statements

There was a correction made to the April minutes in moving Jane Martin from "Present" to "Guest".

- **MSC: Becker/Baber-Sherwood**
- **Aye=all, Nay=none, Abstention=none**

Reports/Updates:

Strategic Plan Update

Lee Nave – Maintenance

The Tuff Shed for the trading post has been delivered. The shed will be roofed with the existing roofing materials left over from the other camp roofs. A 5 foot redwood deck will be built in front of the shed. A contractor, Smoky, has been hired to complete the work. The entrance to the deck will be on the side of the shed where the propane tank is. There will also be a gate built into the railing at the front of the shed so that merchandise can be unloaded directly onto the deck.

The old trading post has been set up as the Arts and Crafts center. Tools have been moved from the office to the tack shed.

Rubbermaid tubs have been set up as cook boxes so that during resident camp, campers can cook in their unit.

The Teepees have been evaluated. The substructure is good. The decking, however, is no longer good. The recommendation is to replace the decks with redwood which runs about \$1.50 per board foot making the total cost \$1500 per teepee. Shingles can be repaired. The suggestion is to put metal over the ridges and remove the shingles.

The fire suppression system is on the hood in the kitchen. We may need to change the fire extinguisher.

The ice machine will be removed from the office and a new ice machine will be installed in the kitchen.

A volunteer who can weld is coming to camp on Saturday to look at the corral.

A manual is being created with all the instructions for repair and maintenance on camp property.

Jane Martin – Program

A 3 year plan has not been done yet pending the completion of the summer resident program. The activities will be evaluated at that time and a strategy for the coming summers will be formulated.

A suggestion was made to simplify the camp brochure and online access.

Marketing and Fund Development/infrastructure is waived at this time.

Nancy Ramos – Overall Strategic Plan

The plan is to revisit the strategic plan and do a board evaluation in the fall. Also to be reviewed is the term schedule for the board.

The van purchase was ratified. The documents for the van, for which there has been some trouble securing from the seller, should be in hand tomorrow or early next week.

This board meeting will be the last until we meet again in September. It was suggested that there be a mid-summer board meeting at camp during the summer. It was decided that everyone should meet at camp on the date of the Dinky Duck Race, July 25, 2015.

Nominating committee – no report

Erin Baber-Sherwood – Search Committee

The revised job description was distributed for the Executive Director position. A generous benefactor has agreed to cover the cost of employment for the first year. The second and third year will be done as a matching grant. The board is charged to commit to raising funds to support the cost of the position and the benefactor will match the funds raised. The board will also be required to create a plan to sustain the position long term. The job will be posted for 2 weeks. After that time, the resumes will be evaluated and the top candidates will be interviewed.

Jane Martin – Operating Committee

The following funds were brought in:

Bunco, Barrels and Baskets - \$3,000

Camp – No comment, need more campers!!

Fundraising - \$500 from Sunshine Days

The fall family event has been set for the first Saturday in November, 11/7/15.

Action Items:

The board is presented with the amended job description for the Executive Director position.

MSC: Baber-Sherwood/Becker

Aye=all, Nay=none, Abstention=none

Adjourn at 8:00 pm

MSC: Martinez/Baber-Sherwood

Respectfully submitted,

Colleen Martinez

Reminders:

Use your **SHARES card** at Savemart, Lucky, Food Maxx

Use **Good Search** search engine to surf the web – they send us money for each search

Use **AmazonSmile** when you purchase from Amazon.com and EOW will benefit