

**Friends of Camp El-O-Win
Board Meeting Summary
January 10, 2012**

The meeting was called to order at 6:11 pm. We welcomed our new members Chris Rupe, Sarah Lippens and Carita Pena.

The new meeting format was discussed. The Board meeting will be first and an operational meeting will follow.

Minutes December 2011 - Minutes reviewed. No questions.

Treasurer's Report - Financial statement reviewed. Depreciation was included for the first time.

Committee Reports

Program Report Summer 2012 calendar presented. Labor Day weekend has nothing planned at this time. It will be used if weather requires cancelling a June event or can be rented by a group to do their own program.

Maintenance Report Nothing new to report. There is no snow if anyone wants to visit camp. The burn piles created by the fire clearance work have all been chipped and spread so the north side is starting to look really good.

Fund Development Report

- a. Annual Giving update - The end of year letter campaign included past camper families and has brought in \$125 for camperships, \$270 for the bridge and \$6,768 to use where needed. A few more checks have come in but are not deposited yet. The total income from the campaign is about \$7,500.
- b. Supervisor Poochigian Meeting - Jane met with Debbie Poochigian, our County Supervisor and discussed our history, current status and plans for the future. Jane invited her to visit camp this summer.
- c. Fund Development Committee Meeting - Committee met and discussed revisions to the brochure after researching "best brochures" and advice from professional fund raisers. We all know people in the community so we need to work on our networking skills. Highly recommended reading "Last Child InThe Woods" because it will help us discuss the benefits of camp when talking to people.
- d. Fundraiser- Save the date March 3rd for a fundraiser at Applebee's. It will be a pancake breakfast for which we sell tickets. We will need volunteers to work as wait staff. Colleen Martinez is chairing the event.
- e. SHARES Cards - Shares Cards were provided to everyone that needs one so we can increase the donations coming in from Save Mart.

Public Relations Jan Edwards, CSUF class update - Working with Jan Edwards, Marketing professor at CSUF, on possibility of becoming the class project for the spring semester. Jane will make a presentation to the class. The class chooses the organization they want to work with.

Action Items:

- a. **2012 Budget** – proposed budget presented by Jane and discussed. In an effort to improve reports, this year the “Program” class will include all items used to determine camper fees. Only camper fee items will be in the class.
- b. **Alcohol & Illegal Drug Policy** – nothing allowed at camp at any event. Alcohol may be allowed at adult in-town events at Board discretion. Jane will write final policy.
- c. **Capital Expenditure policy** - Capital Expenditure Policy – Any expenditure of \$5,000 or more will be considered a capital expense.
- d. **Savings/checking account for restricted funds** - History of donations and expenditures presented. Bridge money needs to be in a separate bank account to improve ease of tracking and avoid co-mingling of funds. Other restricted funds would also be placed in this account. A interest bearing savings account would hold the funds and have an accompanying checking account to access funds.
- e. **Election of new Board Member, John Mulligan** – Jane told the Board about John’s background and meeting with him.

Next Board meeting: February 14, 2012 6pm – Library, Kings Canyon/Clovis Ave

Adjourn – Motion to adjourn.

**Friends of Camp El-O-Win
Operational Updates
January 10, 2012**

Program:

- Thinking Day Feb 25 booth workers – people volunteered for shifts for the event. Jane will put together a schedule.
- Additions to summer calendar/cooks – discussion regarding who else could be asked to cook for weekends.
- Descriptions for summer programs for brochure – requested and received form people who were planning events

Maintenance:

- Lee asked the Group brainstorm ideas on items that needed fixing, replacing so that when she held the Maintenance Committee meeting, she would have a place to begin

Fund Dev:

- JoAnne Fabric’s 10% discount cards – Friends of Camp El-O-Win can sign up for a 10% discount card by using Camp El-O-Win as their non-profit. Once you receive the card in the mail, you need to supply El-O-Win’s 501c3 letter to prove you are with the organization.
- Applebee’s Fundraiser – people indicated whether or not they could volunteer to work. Jane will contact Colleen to find out how the ticket sales work.