

Friends of Camp Christopher
General Meeting Minutes
January 22, 2015 – Camp Christopher

Called to order: by President Tom Gannon

Time: 6:00pm

Welcome and Introductions

Present: Tom and Barb Gannon, Irene Lawrence, Patti Longville, Tim Lilley, Paul Moeller, Libby Thomas, Tom McGraw, Beth Lowder, Charlie Litten, Michael Thompson, Lizzy Flannery, Michele Dolensky, Larry Furman, Janet Corey, Maureen Flannery, Tess Flannery, Michelle Dolensky, Catherine Adamek, Theresa LaCause, Bill and Barb Marras, Jeff Marras, Cathy Sabo, Louis Sabo, Chaz Gessner, Jerry and Sally Antonucci

Secretary's Report – Sally Antonucci: The November 5, 2104 General Meeting Minutes were approved.

Treasurer's Report- Larry Furman: Larry presented the Year End Treasurer's Report for December 31, 2014. The balance of the FoCC Account as of December 31, 2014 is \$7,881.37. Tim Lilley motioned to approve the Treasurer's Report and it was seconded by Jerry Antonucci. See attached report.

Finance Committee – Larry Furman: The Finance Committee met on January 9, 2015. Larry read the Finance Committee meeting minutes. The minutes included information on the official composition of the committee, the goal to generate a monthly treasure's report and a discussion was held on establishing standard committee procedures to create consistency regarding revenues and expenses. See attached minutes.

Correspondence – Janet Corey: Janet read an email from John Litten. Janet sent out 26 thank you notes to donors for their generous donations in memory of Anita Kennedy. Tim Lilley offered a suggestion from Marie Anne Thomas that the FoCC create an envelope 4 ½" by 5 ½" with the FoCC address printed on the front and a card inside with the FoCC logo and other information and a request to be included on the mailing list. These envelopes would be taken to nursing homes if a family requests it for donations in memory of a loved one. Tom Gannon reported that Dick Champion emailed to offer his services as a consultant to the Finance Committee.

Sunshine Committee: - Karen McQuade Weiner: No report.

Ways and Means – Chaz Gessner: No report.

Reverse Raffle – Patti Longville: See attached report.

Camp Physical Needs – Bill Marras: Camp Infrastructure Committee: Bill reported that the committee is volunteering to do what Camp needs and that Camp will tell them what they need. The Infrastructure Committee will keep everyone apprised of what is going on with projects, etc.

Camp Support Staff –Michael Thompson: Michael will give his report under New Business.

Membership – Michelle Dolensky, Phyllis Richardson, and Irene Lawrence: See attached report.

Nominating Committee – Phyllis Richardson: Current Board Membership and Vacancies: No report.

Camp Historian and Webmaster – Tim Lilley: See attached report.

Volunteers – Janet Corey: No report.

Bylaws – Tom Gannon: No report.

New Business

2015 Planning Committee Goals and Organizational Goals: Each committee stated their goals for 2015.

Finance Committee – Larry Furman: Larry reported that at the committee meeting on January 9, 2015 the committee discussed Tom Gannon’s recommendation of creating quarterly reports. The committee decided to create monthly reports. They also discussed, putting into writing, policies and procedures for handling money.

Ways and Means Committee – Chaz Gessner: Chaz said the first goal will be to establish a committee. He also reported that the FoCC t-shirts cost \$13.00 to make and were sold at the Reverse Raffle for \$25.00 and that the shirts will now be sold for \$20.00 each. An order form was sent around for new t-shirt orders. Chaz reported that \$80.00 was given to the Treasurer as leftover money from the sale of last year’s t-shirts sold between the last meeting and this meeting. Chaz presented a list of fundraising ideas for 2015. (See attached list.) A few suggestions were given to add to the list of ideas: Tess Flannery suggested a “passive” display for the FoCC in the dining hall with a lock box for donations and also setting up a “passive” display next to the PX in case people do not show up on a Sunday and miss the regular booth set up when campers arrive at Camp. Tess also suggested bringing the Swenson’s Truck to Camp for the last night of the FoCC Camp Weekend in September. Janet Corey suggested that the Art Bazaar be scheduled in the fall of 2016 for preparation time. Tom McGraw suggested rotating big events and offer them every other year. Catherine Adamek suggested setting up a booth of information about the FoCC at the Camp Open Houses this spring. The Open Houses will take place from 1:00 to 4:00 pm on Sunday March 22, Saturday April 11, and Sunday May 3, 2015. Jeff Marris will be a member of the Ways and Means Committee.

Camp Physical Needs: Bill Marras – Camp Infrastructure Committee: The committee would like to set up a schedule and give it to Amanda Schuster. Bill will meet with Tom Gannon and Amanda Schuster to connect to work with them. A date for the Camp Clean Up Day will be set up soon. When work needs to be done at Camp a schedule will be sent out on MailChimp then volunteers can sign up and the information can get back to Bill and his committee. Emergency requests will be handled as they arise.

Membership Committee: Michelle Dolensky: The goal for this year is to increase membership. Membership is open to everyone. A suggestion was made to “publish” all the names of the FoCC elected officers and email contacts for people to contact them. Tess Flannery reported that there is new software

now in place for registration. The software has an “alumni gathering component” that could have an option to share information with the FoCC. Also, MailChimp updates email addresses.

Camp Historian and Webmaster – Tim Lilley: Tim is open to suggestions for the *I Wanna Linger* page and other ideas that can be added to it.

Volunteers – Tom Gannon and Janet Corey: Tom Gannon met with the staff from Catholic Charities: Amanda Schuster is looking for able bodied volunteers to be counters, sorters, and/or couriers for Camp brochures. Six to seven people will be needed to count and sort the brochures for parishes and schools. More people will be needed to act as couriers to deliver the counted and sorted brochures to parishes and schools. A list will be provided that will tell the couriers where to go and what building to go to, and other specific instructions. This needs to be done between February 16 through the 19, 2015. An exact date will be determined soon. They also discussed how FoCC can partner with the Akron Marathon. People are needed to help with water stations, etc. A commitment of 30 volunteers is needed. The goal to raise \$5,000. during the Marathon was met last year for Catholic Charities. The goal for 2015 is \$10,000. Janet reported that the Membership Committee goal for 2015 is to come up with a process to interact with Amanda Schuster and Kelly Kaufmann.

Bylaws – Tom Gannon: The goal of the Bylaws Committee is to review the Bylaws in 2015. Irene Lawrence is interested in reviewing the Bylaws.

Camp Support Staff – Michael Thompson: The goal of the Camp Support Staff Committee is to let staff know we are here for them. The committee is very flexible. Michael reported that the committee would like to give out cards to the staff with contact information for the FoCC. He also gave a few ideas for how FoCC can support the staff: Provide pizza for the staff meeting on Sunday sometime during the summer. Provide the Day Camp staff with ice cream or Gatorade. Tess Flannery suggested sending out a signup sheet for food, bakers, etc. Bill Marras suggested one list be created for all volunteer activities and requests. Michelle Dolensky suggested using MailChimp once a month for volunteers to read the requests and signup to help out. Tom Gannon reminded everyone that the committee needs to have members and events need volunteers.

Correspondence – Janet Corey: Janet reported that everything is in place for getting (memorial money) donations in, recorded, and thank you notes sent out. A discussion took place about segregating memorial money from all other monies. Barb Gannon motioned that all money received goes into our mission with no separation of accounts. Lizzie Flannery seconded the motion. Patti Longville motioned to table until the next membership meeting. Tess Flannery seconded the motion.

Camp Christopher Update – Tess Flannery:

1. A new cabin is being built where the PX now stands. The PX will be taken down and a new cabin will be built with a restroom included.
2. The lodge is being renovated: one side will be focused on the business of Camp and the other side will be focused on a place for counselors to relax.
3. New software was put into place today (January 22, 2015) for enrolling campers. It has an alumni function on it as well.

4. Multiple groups can now sign up to use camp at the same time. New procedures and practices are being developed for how people rent and use Camp. This will create less staff labor but still provide the same level of service.
5. The ACA stipulates that the music printed for Camp Mass Songbooks be checked to make sure the songs appear in a “catalog of songs”. If the music is listed in the catalog there is no fee involved for printing it.
6. Hiring for seasonal positions are posted on the Diocese of Cleveland website under: Careers.
7. Camp Christopher received \$60,000. from Catholic Charities and a contract has been signed to take down and rebuild the High Ropes with a rock climbing wall. The High Ropes will become safer, more fun, and the age limit can be brought down.
8. New docks will replace the old ones from the 1960’s.

Unfinished Business

1. **Nonprofit Directors & Officers Liability Insurance:** Tom Gannon reported that Irene Lawrence is checking on policies and costs.
2. **Hospitality Committee:** Tom Gannon reported that Catholic Charities provided our dinner for the meeting. The committee will make plans to decide how refreshments will be provided meeting by meeting.
3. **IRS Filing for 2014:** Janet Corey reported that the deadline for filing for 2014 with the IRS is May 15, 2015.
4. **Follow up on \$200. check to Partners in Giving:** Referred to the Finance Committee. Larry Furman, Treasurer wrote the check at the meeting and gave it to the Catholic Charities staff present at the meeting.
5. **PO Box Rent Due February 1, 2015:** The rent check has already been paid by Larry Furman, Treasurer.
6. **Bylaws – New Committee to look at the current organization structure:** Tom Gannon will speak to Irene about the Bylaws.
7. **FoCC Donation to Catholic Charities:** Patti Longville motioned that the FoCC provide \$2,500. to Catholic Charities for program use for the summer 2015. Barb Marras seconded the motion. The motion was passed. Tess Flannery abstained from the vote.

Announcements:

Next FoCC Board Meetings: April 9, July 9, and October 1, 2015.

Next General Membership Meetings: April 23, July 23, and October 22, 2015

Adjourn:

Chaz Gessner motioned to adjourn. Jerry Antonucci seconded the motion.

Meeting adjourned at 8:30 pm.

Friends of Camp Christopher

General Meeting: January 22, 2015

Finance Committee Report

The Finance Committee met on Friday, January 9. Unofficial attendants were Irene Lawrence, Janet Corey and Larry Furman, chair.

Discussion began with the official composition of this Committee and additional members, not present, who would be asked to consider membership herein. It was resolved to make official the membership of the three parties in attendance and to ask Phyllis Richardson, who had expressed interest but was not in attendance.

The second point of discussion was the goal of this Committee, the treasurer in particular (aka: the Chair), to provide a quarterly and/or monthly treasurer's report to the Board and/or Board President. This was a recommendation of the Board President and deemed by this Committee to be realistic and beneficial for the Board and the General Membership of Friends of Camp Christopher. It was resolved that the treasurer would abide by the recommendation and generate a monthly treasurer's report.

Further discussion involved the establishment of standard procedures regarding the receipt, handling and recording of funds (revenues), and the payment and recording of debts (expenses). This also, was a request of the Board President. After some discussion it was resolved that, given the time available for this meeting and the small number of participants, this discussion would be tabled in favor of a larger body and additional time dedicated to this important matter.

Respectfully submitted,

Larry Furman, Chair (Treasurer, 2015)

01/20/2015

Additional notes: Phyllis Richardson did accept the invitation to be a committee member. In addition, President Tom Gannon suggested that Mr. Dick Champion, of the District of Columbia, has expressed an interest in becoming a member of this Committee. An invitation will be extended.

Friends of Camp Christopher

Year End Treasurer's Report

December 31, 2014

Balance from 12/31/2013					\$4,850.00
		Revenue	Expenses	Net Gain/(Loss)	
Board	Operations	0	833.82	(\$833.82)	
	Camp Staff	25	0	\$25.00	
	Camp Need	0	400	(\$400.00)	
Executive		0	0	\$0.00	
Finance		0	0	\$0.00	
History		0	0	\$0.00	
Membership	Dues	3040	0	\$3,040.00	
	Memorials	1235	0	\$1,235.00	
	Donations	675	0	\$675.00	
	Operations	0	166.63	(\$166.63)	
	Sunshine	0	0	\$0.00	
	Hospitality	35	0	\$35.00	
Nominating		0	0	\$0.00	
Ways & Means	Operations	20	428.19	(\$408.19)	
	Rev Raffle	8544.27	4632.27	\$3,912.00	
Subtotals		\$13,574.27	\$6,460.91	\$7,113.36	
Camperships		0	\$4,081.99	(\$4,081.99)	
Totals		\$13,574.27	\$10,542.90	\$3,031.37	\$3,031.37
Balance as of 12/31/2014					\$7,881.37

FoCC Reverse Raffle Committee, 2015

I plan to have a brief organizational meeting of the FoCC 2015 Reverse Raffle Committee at the close of the Membership meeting on January 22. (I would appreciate your sending that notice out along with the notice of the Membership meeting. Thanks.) I anticipate the return of the majority of the 2014 Reverse Raffle Committee members, which includes: Irene Lawrence, Dave Lawrence, Phyllis Richardson, Janet Corey, Tim Lilley and Chas Gessner. I will extend an invitation to any other FoCC members who would like to serve on the 2015 Reverse Raffle Committee. By the end of April, the Reverse Raffle Committee will have established the date and location of the 2015 Reverse Raffle along with the number and price of Main Board tickets which will be sold.

--Patti Longville, FoCC

Reverse Raffle Chair

REPORT FROM THE FOCC HISTORIAN – Tim Lilley for January, 2015

The History Committee, centering on the stated purpose of “maintaining a network of Camp Christopher alumni to continue participation in the rich heritage of ‘Camping at Its Finest’,” will continue monitoring, maintaining and adding to our FOCC Facebook page, as well as to the related “I Wanna Linger” page. The pages have developed a nice following of alumni who check in at the sites to enjoy the postings and add their own comments, keeping interest and conversation in our projects alive.

Goal for 2015: To maintain and expand our reach via this channel and to preserve, grow & share the photographic archives of Camp Christopher.

The committee itself is an informal one. The 8 Members – Michelle Hildebrandt Dolensky, Michele Maas Dolensky, Neil Durbin, Rich Garbinski, Ethan Richard Hoffert, Jennifer Berthelot-Jelovic, Jeanne McGuire & Patti Longville – make their contribution through sharing ideas and information via E-mail and Facebook messaging when I need their assistance, especially in identifying faces in the many photos we are archiving and narrating the events taking place in the images. In addition to these 8, there are several more alumni (e.g. Nick Bertolini, Kelly Haslam, Michelle Ladanyi McCrea, Charlie Litten, Bianca Sharkus-Murphy) who have been very helpful along these same lines.

2014 Big Trail Publishing Calendar Project

Big Trail Publishing, in a project independent of FoCC business, printed 200 Friends of Camp Christopher 2015 Calendars at a cost of \$1,148.00. Calendars were sold at \$12 each. The sale of all 200 would have generated about \$1,200 in profit which Big Trail Publishing intended to donate to FoCC.

By year’s end, I had sold just under 100 calendars. This enabled me to cover my own expenses, but left no \$\$ to donate to FoCC. However, because I had covered my own expenses, I was able to donate 80 calendars to FoCC to use for goodwill and promotional purposes at no cost to the organization. FoCC has given calendars to 2014 staff at the annual Christmas party, and has gifted some of the sisters at Our Lady of The Elms.

-- Respectfully submitted January 3, 2015