**Board of Directors Meeting**

**August 4, 2022 6-8 pm.**

1. **Call to Order/Roll at 6:02 pm**

* Present: Ildi Laczko-Kerr, Shannon Collins, Seth Zimmerman; James Walker; Craig Scheinerman, Lindsey Gray, Katy Cavanagh (until 6:22 pm), Pam Lang (6:08 pm), Ashley Larson (volunteer) David Stuempfle (Interim Camp Director until 6:47 pm), Colleen \_\_\_\_(volunteer).

1. **Call to the Public**

* Kameha McKinley: brief history of involvement at the camp. She served as an interim assistant camp director and loved it. She heard from Seth Zimmerman regarding grant for videography and she has create a video and maybe that is something she can do for camp. Wants to be a part of the evaluation review if possible for camp.

1. **Consent Agenda:**

* Motion to approve consent agenda: by Katy Cavanagh; second Craig Scheinerman. No oppositions. Passes unanimously
  1. Approval of prior minutes: June 2, 2022
  2. Approval of We Ko Pa Contracts- 12/3/2022 Golf Fore Cancer
  3. Approval of Executive Committee Action
     1. Revised President/CEO job description
     2. Approve new Board Member: Shannon Collins, 3-year term

1. **Discussion/Action Items**
   1. Board Chair Report
      1. Childhood Cancer Awareness Month. September. Community engagement committee meeting forthcoming on events we can participate in like Champ run, social media posts. Ildi asked for some of the photos from camp to be used for September and marketing/social media. If there are other ideas, let Ildi know.
         * Per Seth – looking for champions to highlight for the Champ run. Good opportunity to cross promote campers and champions. Has meeting with founding fathers for fundraising event at the end of September.
         * Per Lindsey – do we have inventory to sell for childhood cancer month. Per Ashley SML need refills. We have the larger sizes available. We have camp water bottles. Probably about ½ of the hats remaining. Did not reorder the tanks of the shirts. Kids shirts should also be reordered. Discussion on where items are – most are with Craig, including the table gear.
         * Champ event is 9/17 at 7:30
      2. Transition update
         * Ildi is using BOD email. Please double check spam to make sure that you get the information for events
         * Transition is going well
         * We did get notification of approved grant for $15,000.
   2. Camp Director Report (Obj #1 & Obj #2) (David)
   * Recap of camp. It happened. It was very successful. Sidekicks - 50 campers attended, 28 total staff. Sunrise campers and 24 staff. Location was good. Please with how it went and set-up for years to come. There are areas for improvement (time off for volunteers and programming). Everyone was tested for COVID. No positive cases. Did do surveys for campers and staff. 70 completed surveys out of 83 total. Discussion on preliminary survey results. Overall, campers enjoyed camp and would recommend it. David will prepare a more detailed results to the BOD.
   * ACA accreditation. Had two evaluators at camp for 6 hours. 272 standards, only 1 no. A workers comp standard for one paid employee. We wont know until October/November if we are re-accredited. If we get approved, we wont have to get accredited for another 5 years. Everything is on the google drive for future use. Shared email from one of the evaluators.
   * Post-camp follow-up. Took everything camp related to Today’s Patio and returned keys and petty cash back to Craig. Wrote thank-yous to volunteers. Will continue to follow-up with surveys. Some campers have left items, only one set of items remaining. Did get waivers for photos taken at camp. Post camp staff get together is in the works to be planned.
   * David submits resignation. BOD provides thank you and appreciation to David for his work.
   1. Finance Report (Obj #3, Goal #1) (Craig)
      1. Revenues & Expenses
         * 7 months into expenses. Currently have $191,754 in the bank. Deposits are $106k and expenses are $182k. Large expense from camp.
         * Discussion on camp 2022 expenses. Still have minor expenses from camp ($75k total is likely); payroll may or may not increase depending on staffing.
         * We have until the end of the year to get everything out of Dewey. Discussion on how best to get items out of the Conex and storage unit.
      2. Cost savings & sale of SWKCF assets
         * Wants to get rid of storage in Tempe. Discussion on working with Mary on some of the items, donating to local childhood cancer organization.
         * Discussion on bylaws for gators and golf courts – to exchange/donate
         * Motion to allow executive committee to approve sale or exchange of 3 vehicles in possession and to prioritize exchange with Camp Whispering Hope by Seth Zimmerman; second Craig Scheinerman. Unanimously approved.
   2. SWKCF Staffing Discussion
      1. Staffing, salaries/budget.
         * Staffing:
           + Per Ildi, in consent agenda, updated job description for President/CEO. Hard to have single employee to do everything. Need to consider how we staff camp director position. Per Ildi, we are going to get what we pay for. The full-time employee will always be pulled into camp planning and fundraising will suffer.
           + Per Seth, we will get what we pay for. Would recommend and ED and assistant ED (possibly part time) when additional support is needed.
           + Per Craig, we need a well-paid executive director. For 2023, does not see us being able to fund two full time positions or 1 full and 1 part time head.
           + Per Lindsey, I don’t think we can afford two hires.
           + Per Shannon – could it possibly be an intern.
           + Per Pam, may require more work for an ED to supervise an intern. Per Pam, discussion on finances. Per Craig, can we find someone to fund it? That would be a different story. But to see if we can do and figure our way through is risky. Does not think its feasible. Ildi agrees on the financial side.
           + Per Ashley – does like the idea of an intern per semester/per quarter. If there isn’t room in the budget, you need to have someone to assist the CEO. The groundwork for camp is there. Thinks its feasible for CEO, camp director and either 1 assistant for both weeks of 1 for each work. Camp director role may be easier going forward given all the heavy lifting. Ideal goal is 1 full time camp director and 1 full time executive director. You have to give time for the executive director to work on fundraising. Per Craig,
           + Per Seth, on the issue of supervising extern – is that a huge time commitment for a president? Per Ashley, no. Fall semester is important. Summer/Spring would also be important. Discussion on high school seniors/college students and length of term. Possible this could work into our volunteers.
           + Lindsey will work on reaching out to interns and discussion with fraternities.
           + BOD will look into grants/ funding for full time camp director position.
         * Budget
           + Per Craig, $60k to $62 is possibly available including stipend for health insurance.
           + Per Pam, could we establish a bonus structure for fundraising. Per Craig, potential conflict of stipends for cancer kid foundation. Potential ethics of fundraising. Could still be addressed at review time without being written into the policies.
           + Discussion on salary ranges and what budge allows. Per Ashley, put it out there and then re-evaluate.
           + Motion to approve a budget of $62,000 all in for president/ceo per Craig Scheinerman; second Seth Zimmerman. Passes unanimously.
      2. Pres/CEO hiring process & timeline – will post tomorrow. Discussion on where person can be located. Must be in Arizona. Similar interview process as before. Will do first round of closing on August 31. Goal to have person in place by October 1.
      3. Hiring committee nominations—full board will vote on the candidate. Craig, Ildi, James and Shannon will be on the initial board.
   3. Fundraising Champion Updates
      1. James provided an update on three fundraising opportunities. We will be a race sponsorship beneficiary. We don’t do anything. Anthem shopping experience. We keep whatever we sell in tickets. Could also be a tabling event. Anthem event is October 1 from 10-4. Whining pig event in October.
         * Per Shannon – conflict for sponsorship event. Will need volunteers.
      2. Per Craig, spoke with Chuck on restaurant event. Working on Chopper John’s event with prior volunteer.
      3. Pam provided update on grants.
      4. Harvey cannot continue the fundraising chair. The biggest fundraising event it the golf tournament. Sponsorships is a huge need.
         * Nomination for Ashley Larson to join the board by Seth Zimmerman; second Craig Scheinerman; Lindsey abstained. Approved by the yes.
         * We need to address title sponsorship details – Seth has a contact he would like to approach.
2. **Future Agenda Items** – none.

1. **Meeting Closing** 
   1. Review action items from meeting
   2. Next Board Meetings
      1. September 1, 2022 (virtual)
      2. October 1, 2022 (in-person, at Craig’s)
2. **Adjournment****: 8:16 pm+**