

Camp Knutson Volunteers
Spring Meeting Minutes
June 2, 2015 1:30 PM

Prayer, Welcome and Introduction of New Members

Shari Schumacher, President, opened the meeting by welcoming all Camp Knutson Volunteers to the Spring Meeting. New members were recognized. She then asked for a moment of silent reflection by each individual.

Approval of Minutes Fall Meeting 8//25/14

Karen Struve, Secretary, stated the minutes were on the Camp Knutson Volunteers website since January. She asked if there were any corrections or additions. There being none she asked that the minutes be approved. Susan Derus moved that the minutes be approved and Judy Morgan seconded. The motion carried unanimously

Treasurers Report

Joey Hodgson gave the treasurers report. Maria Holmen prepared the report. The balance in dues and administration is \$1,437. Canteen Fund \$1209. NUTS \$9505. (includes donations of \$10,500. less expense to Greater Giving of \$995.) Taste Luncheon \$525 from the sale of cookbooks over the winter months. Jewelry Expense (\$527.) given to the workers/volunteers. The balance of all combined is \$12,149.

A question was asked about the balance of "Where Spirits Fly". Last fall the balance was (\$10,000). Many books were sold over the winter and the balance is now (\$5000.)

Camp Knutson Summer 2015 Season

Rob Larson spoke of his excitement as 2015 Camp Knutson begins June 7, 2015. Children with heart will come for three weeks while autism is increasing to four weeks. Other camps include Down syndrome, skin disease, and families affected by HIV/AIDS. Camp brings joy to the lives of over 1500 children during the summer season. A new camp director has been hired and will be on Camp June 15. His name is Jared Griffen and he joins us with strong experience in teaching kids with challenges in a camp setting. He and his wife Joanna will move into the Camp Directors home.

Rob presented a budget that exceeded \$1,000,000. this year to Lutheran Social Services. The camp with the additional twenty beds in the new boys dorm continues to grow. The dedication of the Renner Cabin will be June 6 at 11:00 am. All are welcome to come and tour the new cabin. A picnic lunch will be served. Rob also welcomed all the volunteers that attended the meeting.

Kate Williams spoke of the wonderful group of 17 Camp Knutson Counselors with ten counselors returning. Kate feels the staff reflect the warmth and love they have for the campers. They have been in training for seven days. She feels the staff is always a step ahead in planning what needs to be accomplished. They also have many new ideas!

By-Laws

Jean Jones gave the By-laws report and presented the history of the bylaws and the changes proposed.

The original process of *By- Law* development for Camp Knutson Volunteers **began in 2010**. One set of revisions was approved by

the CKV in 2013, and the 2015 Revision Committee team that included Jean Jones and Judy Morgan, Co-Chairs; Bonnie Benson, Mardy Brodil, Rob Larson, Shari Schumacher, Karen Struve and Linda West. By-law changes were recommended by committee members. The recommendations were circulated to the Volunteers for edits in March and approved at the Spring Volunteer meeting in June.

*The **By-Laws** are the **WHAT of an organization**; the **HOW** are policies and procedures (ex. job descriptions) developed and reviewed to fit the changing needs of a dynamic organization.*

The articles for amendment included the following in red.

By Law Changes 2015 - Articles for Amendments

Amendment proposal includes some additional language for continuity, clarification, change of “quorum”, or general job responsibility change.

- **Article IV -**
- **Section 1** –The Board consists of the Executive Committee (president, past-president, vice-president, secretary, treasurer, and marketing/communication chair) and ex-officio positions which include chairman of the fundraising events, **membership chair**, and volunteer coordinator. The Board shall have no fewer than six members.
- **Section 2 – Terms:** All Executive Committee officers, with the exception of treasurer, shall serve one-year terms, and may not serve in the same office consecutively for more than two years, **unless nominated and re-elected**. The Treasurer shall serve a two-term office. The vice-president will automatically become president for the following year.
- **Section 4 -** Members must have a copy of the agenda and be given notice of the meeting **two** (one) weeks in advance.
- **Section 6 – Election procedures:** The Board of Directors shall appoint a five-member Election Committee to oversee the annual election of the Executive Officers, **which will include the Vice-President, who will chair the committee**.
- **Section 7 – Quorum:** A quorum must be attended by at least **fifty** (forty) percent of board members for business transactions to take place and motions to pass.

- **Section 8 – Officers and Duties:** There shall be a minimum of six members on the Board of Directors, consisting of the executive committee: president, **past president**, vice-president, secretary, treasurer, and marketing/communication chair. Advisory but non-voting members are past-president, chairman of fundraising committees, **membership chair**, and volunteer coordinator.
- The secretary shall be responsible for keeping records of all board and membership actions, including overseeing the taking of minutes at meetings, sending out meeting announcements, distributing copies of the agenda and minutes to each member **electronically**, and assuring that membership roster and organizational records are maintained
- *The marketing/communication chair* shall be responsible for maintaining the website, chairing the marketing committee, serving on the finance committee, **assuring that membership roster is accurately maintained**, and assisting in communications between the Camp and the volunteers. Publicity to the media, as well as **electronic newsletter** publishing will be coordinated by this position.
- **Article V - Section 2**
- **Section 2 – Executive Committee:** The five officers and past president shall serve as members of the Executive Committee: president, past president, vice president, secretary, treasurer, and marketing/communications **chair** director.
- **Section 3 - Finance Committee:** The **Camp Director** is the chair of the Finance Committee, which includes the treasurer, **the administrative assistant from Camp Knutson**, a representative from Camp Knutson Administration, a representative from the fundraising projects, and the marketing/communications chair
- **Article VI**
- **Section 1 - Amendments:** Proposed amendments may originate within the Camp Knutson Volunteers or within the Board of Directors. Amendments will be submitted to **the Executive Committee** (Secretary) for review, and will be sent to the membership prior to the membership vote at a regular meeting. The bylaws may be amended when necessary by two-thirds majority of the voting membership.

The above Bylaw changes are recommended by the Board of Directors of Camp Knutson Volunteers. The President asked for a motion from the floor to approve the Bylaw changes. It was moved by Linda West and seconded by Karen Struve. The bylaw changes were approved unanimously. A copy of the new by-laws are on the Camp Knutson Volunteers website www.campkfriends

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Camp Knutson Volunteers

Gail Peterson thanked all the volunteer hours contributed by CKV. She is in need of individuals to help clean at the camp. She passed around a sheet for volunteers to sign up. There are many volunteer opportunities: Biking with the kids at the autism camp; Helping kids at the beach during the skin disease camp; Tailgating on Wednesday evenings with every camp; helping kids in jewelry making; Card Making; Gardening to make the camp beautiful; and assisting with Night Under The Stars. Gail posts volunteer opportunities on the CKV website every week.

NUTS

Karen Struve Co-chairs of NUTS gave their report. “All That Jazz” is the theme of Night Under The Stars July 18, 2015.

Tickets are on sale now for Sponsorships by mail and on our website. Sponsorships are the following:

Lena Horne	\$ 75.00 per dinner ticket
Ella Fitzgerald	150.00 per dinner ticket
Duke Ellington	300.00 per dinner ticket with VIP parking
Louis Armstrong	5000.00 per table of 8 with VIP parking

Come in your jazzy clothes in black, white, or silver or dressy casual! The evening starts at 4:30 with open beer and wine and appetizers. Make your way to the dining room for an array of gifts in the silent auction. Appetizers are passed as you listen to Jazz Music by Central Standard Time. At 6:30 a sit down dinner begins under the Tent. This evening is only a success for the kids because of you!

Dinner is catered by Jason Freeman who comes back to us by popular demand! The program begins at 7:30. We are very up and excited about the evening and invite you to join us.

Silent Auction

Lori Nelson and Jan Laurel are Co-chairs of the Silent Auction. Lori thanked all that have signed up to secure gifts. Gifts can be delivered to Linnea Andersons garage on June 22 -23 and June 29-30 from 4-7pm all four days. All gifts must be in by the 30. Donation forms are on the CK website. A brainstorming party was held at Jan Laurel house. Three new venues includes Crates of Joy, 15 gift certificates that you can purchase tickets for and place in the various gift bags, and a fund a need for the Rescue Boat.

Taste Luncheon

Lyn Olson was excited about the theme “Let’s Have A Party” for the Taste Luncheon which will be held September 17, at Crosslake Lutheran Church. She is asking for party recipes with emphasis on appetizers. Exciting open positions are available for volunteers. Needed positions are Co-Chair to work with Lyn, and two Kitchen Team Chairs to assist with clean-up. Ginny Hersey is looking for a Co-Chair to oversee the kitchen. Lyn ended with Stressed is Desserts spelled backwards.

Membership

Mardy Brodil has updated the membership list. You can access the membership list on the Camp Knutson website under address book with the password kidsneedus. All members receive CKV newsletter and all Eblasts concerning Camp Knutson. Membership is \$10.00 and is used for administrative costs. You can pay your membership dues on our website.

Nominating Committee

Linda West read the duties of the Nominating Committee from the CKV bylaws. Positions available are Vice President, Treasurer, Secretary, and Marketing and Communication Chair. Anyone interested in these positions should contact Linda. Two existing Executive Committee Members have said they are willing to serve another term.

Other Business

Reimbursement forms need to be completed for any expenses you occur on the behalf of Camp Knutson.

The Joan Thayer Memorial Ceremony will be held outside following the meeting.

There being no further business Shari Schumacher adjourned the meeting.