

RLCA Trustee Meeting - Minutes

Date: January 17, 2022

Meeting Called to order at 7:00pm By Tony Russell

Attending: Karen Campbell, Amy Dobyms (Office Manager), Amy Essex (Business Manager) Luke Essex (Facility Manager) Don Engler, Rhonda Gilbert (Recording Secretary), Andy Goodrich, Pam Hager, Tony Russell (President), Liz Solomon, Tim St. Louis (Director)

Absent: Jessica Lucchessi, Rich Maxwell

Guests: Mike Hager

Devotions: Rhonda Gilbert led us in devotions from Psalm 51:10-13 encouraging us, like David did, to seek renewal or revival as we press on with the mission of RLCA this summer and beyond.

Public Comments: None

Correspondence: Christmas cards and thank you notes

Recording Secretary's Report: See attached report. The secretary's report was accepted as presented.

Financial Secretary's Report: See attached report. The Financial Secretary's report was accepted as presented.

Director and Office Report: See attached report.

Facility Manager's Report: See attached report.

Committee Reports

1.Finance: Karen C. (chair) None

Financial Review: The financial review from Jim Lockwood was reviewed. He commended the camp for having this review done, although not required, as it "demonstrates fiscally responsible practice." Three recommendations were made:

- that each employee file of regular staff members contain a copy of each year's Employment Agreement and Job Description
- encouraged the camp director to insist on a opersonal visit rather than phone call from your Brotherhood Mutual Insurance agent each year

-advised the business manager to revise the Statement of Activities report, prepared and submitted to the board each month, show all missions giving in the Designated Income section and all missions expenditures in the Designated Expense section

2. Family Campgrounds: Don E. (chair) Committee will be meeting in February

3. Property Development: Luke (chair) The pile of trees and branches cleared from the property was burned. Kevin Bollinger chisel plowed the property. The spring will bring discing, leveling and planting ground cover.

4. Phase One: Tony (chair) Committee met tonight and will meet each month before board meeting.

5. Personnel: Andy G. (chair) Tim and Andy are working on creating a job description for future Program Director. Will be reviewing job descriptions for staff.

6. Programming Committee: After some discussion, it was motioned by Liz Solomon and seconded by Pam Hager to remove this committee. The motion was voted on and passed unanimously.

7. Camper Scholarship Committee: Amy D. (chair) Joe Wager will be heading up the bikeathon.

Old Business:

1. Signage was discussed. Other camps have been checked out to see what type of signage they have/use.
2. Discussion was had about the updating needed in the existing lodges. A 25th Lodge Anniversary Fund will be set up. The lodges are in need of roofing, carpet, furnaces, etc. The updates need to be listed and prioritized and fund-raising goals set.
3. Once the copier is purchased, money that was originally set aside for the new copier will go towards the purchase of 15 passenger vans.
4. The new tractor is on its way!

New Business: None

Closed Session: None

Other Board Action: None

Motion to Adjourn: Don Engler motioned to adjourn at 8:10 p.m.

Closing Prayer: Andy Goodrich closed our meeting in prayer

Next Meeting: February 21, 2022. Don Engler will have devotions and snacks.

Respectfully submitted
Rhonda Gilbert