

## Camp Timberwolf Improvement Committee, Inc.



### Minutes of the Meeting of the Board of Directors

April 4, 2009 at 8:45 am  
Moraga Valley Presbyterian Church

#### Attendees:

The following directors were present at the meeting, constituting a quorum of the full board:

2009		2010		2011		Director Emeritus	
	Tom McIntosh		Bob Green	X	Burt Benson		Jim Stoutamore
X	Nellie Wilkerson	X	Jeff Koester	X	Don Bonander	X	Fred Nielsen
X	Dick Ayres	X	Joe Cunningham	X	Don Drennan		Chet Wittenborn
	Don Odell	X	Rich Holden		Rainer Del Valle		Rudi Metzner

The following guests were also in attendance: Matt Conover

#### Opening:

The meeting was called to order by President Jeff Koester at 9:00am. Guest Matt Conover was introduced.

#### Invocation & Opening Prayer:

Don Drennan gave the invocation & opening prayer.

#### Minutes from Last Meeting:

Don Drennan read the minutes from the last meeting. Admiral Benson moved that the minutes be approved as read and Rich Holden seconded the motion. The minutes were approved.

#### Financial Report:

Joe Cunningham distributed the current balance sheet. He noted that a memorial account was setup for Marilyn Drennan. He stated that assets were ahead of last year at this same time. Joe suggested that we add data for buildings and equipment to the balance sheet (the County may have some data). There was some discussion regarding adding Director expenses to the Income/Expense statement and Joe will bring data to the next meeting for further discussion. There was a discussion of the utilities expenses and Jeff Koester clarified that there are two different water accounts. Joe stated he would add propane to the Utilities section of the Income/Expense statement. Joe passed out the Cost per Camper Day Analysis - 2008 sheet for information.

**Insurance:**

Jeff Koester updated the Board on insurance items. He stated that the current carrier requested we perform background checks on all campers, so he decided to look for a replacement carrier. Jeff stated he will provide the camper/days data to the new carrier.

**2009 Reservations:**

Rich Holden passed out the 2009 reservations list. He stated that all are confirmed except for Travis and that they cancelled last year at the last minute. Rich noted that he, Ken Tom and Don Drennan would visit Travis AFB on April 23 to determine their intent for this year. Rich discussed the concern about damage to camp facilities and possibly having someone from the Board at the camp at the time each group leaves. The Board generally agreed with the idea but there was no firm decision on whether or how to proceed on this idea. Rich stated that the price is now \$7/camper day and the normal minimum is \$1400, but can be prorated for shorter than a weekly stay. Admiral Benson asked about the policy on down payments. Rich stated that notices are sent out in February requesting a \$400 deposit. He also stated that many campers are on scholarships. Some follow-up is needed for this year for other campers as follows:

Harbor House – Don Drennan & Jeff Koester  
Robak Family – Jeff Koester  
World Impact – Jeff Koester

**Check-In/Check-Out Procedures:**

Rich passed out the Guest Check In-Out List form and stated it seemed to be working well.

**Summer Camp Opening & Maintenance 2009:**

Jeff Koester stated that 30 pine trees will be planted by the Boy Scouts this year. Rich Holden will stake out the spots for these trees during the water system opening in May. Jeff passed out the yearly Boy Scout clean-up list for review. Jeff also passed out the 2009 work party list and stated he estimated it was about 22 man-days of work. Five trees will be cut down this year and the camp will retain ½ of the wood. That wood can be cut up for fire wood or milled for lumber. Jeff stated the plan was to have Chuck Fenwick cut down the trees and haul the wood to his place for milling. Admiral Benson suggested tabling the decision until next meeting so that Jeff can obtain more financial information on the alternatives. Jeff will add the memorial bench for Marilyn Drennan to the work list along with a drinking fountain at the same location. Admiral Benson suggested adding a second bench for Ester McIntosh. Nellie Wilkerson suggested adding a bench and drinking fountain next to the shower building.

**Vice President's Comments:**

Vice President Don Drennan noted that he, Rich Holden and Dick Ayres will open the water system on May 20 – 22. Possible people for the 2009 work party for May 27 to June 3 are:

Don Bonander	Rich Holder	Joe Cunningham
Nellie Wilkerson	Don Drennan	Dick Ayres
Fred Nielsen	Mike Hulbert & friend	Fred VanNostrand
Chuck Treat	Bob Paden	

**Next Meeting:**

The next meeting was scheduled for Saturday May 16, 2009 at 8:45am.

**Adjournment:**

The meeting was adjourned by President Jeff Koester at 10:17am.