



Camp Timberwolf Improvement Committee, Inc.
Minutes of the Meeting of the Board of Directors
 February 2, 2013 at 9:00 am
 Moraga Country Club Conference Room

Attendees

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

2012		2013		2014		Director Emeritus	
X	Tom McIntosh		Bob Green	X	Burt Benson	X	Jim Stoutamore
X	Nellie Wilkerson	X	Joe Cunningham	X	Mike Hulbert	X	Fred Nielsen
X	Dick Ayres	X	Rich Holden	X	Rainer Del Valle	X	Don Bonander
X	Brad Whittaker		Open		Eric Andresen	X	Don Drennan
							Rudi Metzner
							Frank Jackson
							Chet Wittenborn

The following guests were also in attendance: John Drennan, Carlos Marroquin, Kristen Ringard, and Sam Sperry

Opening

The meeting was called to order by President Rich Holden at 9:05am. Guests introduced were John Drennan, Carlos Marroquin, Kristen Ringard and Sam Sperry.

Invocation & Opening Prayer

Tom McIntosh gave the invocation & opening prayer.

Minutes from Last Meeting

Bob Green distributed the minutes of the last meeting held on September 8, 2012 via email to the directors and some copies were also distributed at the meeting by Nelson Wilkerson (substituting for Bob Green). The minutes were approved by the board.

Elections

President Rich Holden altered the agenda to move up the election of directors. The directors whose terms are expiring are Tom McIntosh, Nellie Wilkerson, Dick Ayres and Brad Whittaker. The four directors were nominated for another term and elected.

The resignation of Eric Andresen was announced to the board. The board accepted Eric Andresen's resignation.

Rainer Del Valle nominated John Drennan as a replacement for Eric Andresen. John Drennan was elected to replace Eric Andresen.

Sam Sperry was nominated to the board to fill the open slot of the director whose term expires in 2013. Sam Sperry was elected to fill the open slot of the directors whose term expires in 2013.

A question was raised as to the maximum number of directors allowed on the Camp Timberwolf Board. Tom McIntosh verified the number of directors to be 12.

Rich Holden proposed that the existing Camp Timberwolf officers continue in their present positions for 1 year. The following officers were approved to serve for another year:

- Rich Holden – President
- Dick Ayres – Vice President of Administration
- Joe Cunningham – CFO
- Mike Hulbert – Vice President of Camp Operations

Dick Ayres circulated the Board of Directors Contact information sheet and the Camp Timberwolf Contact sheet to be updated.

Financial Report

Joe Cunningham distributed the current balance sheet and income statement. It was noted that last year's expenses exceeded income by over \$15,000. The following items were proposed to the board to improve our finances.

1. It was proposed by that board members will pay their own meals and travel expenses to and from camp for work parties. It was also proposed that non-board members will be reimbursed for their expenses for work parties. Both of these proposals were accepted by the board.
2. It was proposed that the Boy Scouts will pay for their travel expenses to work parties and provide \$400.00 maximum per work party to cover food for the scouts. This was approved by the board.
3. It was proposed that the daily camper fee be raised \$2.00 per day to a daily fee of \$9.00 per day and that the 7 day minimum fee be raised from \$1,600.00 to \$2,000.00. Both of these proposals were approved.
4. It was proposed that the funds in the Marilyn Drennan Fund be transferred to the ELM Campership Fund. This proposal was approved.
5. It was proposed that funds be transferred from the improvement fund to the operating fund, which will restore the balance of the operating fund. This was approved by the board.
6. It was proposed by the CFO that Dick Ayres be added as signatory on the Camp Timberwolf account. This was approved by the board.

The CFO stated that a review of our financial records should be conducted. The review need not be conducted by an independent auditor. A simple review of our financial records could be conducted by another member of the board. Tom McIntosh volunteered to review our financial records.

The transfer of Camp Timberwolf's funds to the Vanguard GNMA fund was discussed. An information sheet was distributed and it was noted that the return on the Vanguard GNMA fund was greater than the return we presently realize from Charles Schwab.

John Drennan volunteered to conduct a comparative analysis of our current account comparing the account to what is available and present his findings at the next board meeting.

Fundraising

There was a general discussion of fund raising for Camp Timberwolf and the need to focus on fund raising. Don Drennan recommended public acknowledgements when a donation is made to Camp Timberwolf by an individual or an organization.

Don Drennan also suggested that we publish the Camp Timberwolf Newsletter again and distribute it beyond the board. There was general agreement that the newsletter should be reinstated. Don Drennan volunteered to start the newsletter again.

Joe Cunningham volunteered to provide the board with a list of the donors and their donations at the next board meeting.

It was also noted that we have a fund raising committee. Tom McIntosh suggested we review and update the committees list and distribute the revised list. The subject of a fund raising event was discussed. The subject of the fund-raising committee having a meeting was also discussed. No fund raising event or committee meeting date was set at this meeting.

Camp Status Report

Mike Hulbert reported that the foundation work on the dining hall is still in progress and will begin again at the Spring Work party.

Mike also noted that during a recent visit to the camp the culvert in the access road near public campsite #2 is clogged with debris causing the runoff to degrade the road bed. It was passable at the time with a four-wheel drive vehicle. Mike stated that before the work party the condition of the road should be evaluated.

Mike also noted that silt has washed down the hill into the rock recently spread in front to the Dining Hall deck. Corrective measures are likely to occur at the Spring Work Party.

Mike also pointed out that there is now new plumbing in the shower house, a granite counter in the kitchen, several trees have been intentionally felled, and the painting of the container is in progress.

Camp Schedule for 2013

Rich Holden will contact Mike at Pathfinders to verify their rental of the camp and their participation in the Spring Work Party.

It was noted that John Drennan is the replacement for Eric Andresen as the Troop 212 contact with regards to Camp Timberwolf and the Forest Service.

Eric Benson is the contact for Dad's MVPC Family Camp

It was noted that June 1-7 and September 12-15 are open dates for Camp Timberwolf. This was discussed and it was pointed out that those dates do not fall into the traditional summer session for the schools.

Scout Camp Review

Rainer Del Valle reported that Troop 212 is satisfied with Camp Timberwolf. He also stated that there should be 15 scouts at the Spring Work Party. The attendance at Troop 212's summer camp should be 90 scouts and 15 adults.

Rainer also stated that the zip line was setup at the 2012 summer camp and will be in operation at the 2013 summer camp. It is only setup at the Troop Summer Camp Session.

Next Work Party

Mike Hulbert summarized the projects for the Spring Work Party as follows:

- Completion of the Dining Hall foundation project
- Rebuilding of the back deck
- Completion of the container painting by Mark Bellingham (Per Forest Service Requirement)
- Bathroom Septic Tank divider (Hopefully)
- Cabin 1 Foundation
- New water supply to cabin 3 and water supply to the campfire area for fire suppression
- Rebuild of the deck and railing at the Woman rest room

Mike also mentioned the condition of the walls and ceilings in cabin 3. The sheet rock is in need of replacement.

Mike stated that these projects are hinging on the size of the work party and the condition of the road/access to camp.

Summer Schedule Forecast

Open week at the beginning of the season and end of the season were noted.

There was discussion of marketing the camp to other organizations such as churches, scout troops, Indian Guides (YMCA).

A weekend rate was discussed

Brad Whittaker to confirm the Cal Rugby Group will be using the camp for their outing.

Rich Holden will be sending out the contracts to the renters now that the new rate and minimum has been approved by the board.

Rich Holden mentioned that the West Valley Coop group may be willing to move their events from the prime slots they currently have to earlier or later in the year so we can rent those slots to bigger groups.

V.P. of Admin's Remarks

Insurance renewal process has commenced – nothing to report at this time

An email will be sent to the board with the revised Officers and Committees and Membership Responsibilities.

Next Meeting

The next meeting was set for April 20, 2013 at 8:45 a.m. The location to be determined at a later date and communicated to the board.

Adjournment

The meeting was adjourned at 11:37 am.