

2020 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES
June 20, 2019 Committee Meeting

2020 Planning Committee

Amber Ackerman	Jessie Napier	Marie Lott	Sheila Mills
Carol Townley	Kellie Haley	Marie Wright	Tiffany Edwards
Cheryl Marko	Kim Elmore	Melonie Luxbacher	
Frances Parks	Kippy Penney	Rebecca Wright	
Jeanenne Adams	Lianne Griffin	Rose Lowe	

Guests/Sub-Committee Members

Anthony Ross	Jan Verderose	Karen McFadden	Robin Antzoulatos
Brenda Carswell	Jennifer Chancey	Marie Ross	
Clare-Marie Hannon	Jessica Preble	Rebekah Rogers	
Donna Andrews	Kathy Stephan	Rhiyana Pineau	

Timeline Review

- JUN - Determine preliminary high-level committee budgets. Finalize philanthropy project details. Entertainment committee to finalize framework for weekend events. Develop 1st draft registration flyers. Continue establishing classes/trainers. Reconvene technology sub-committee to determine if we can offer an enhanced online registration for 2020, including automatic feeds to database and class changes. Committee chairs finalize "operations manual" for their committee's work activities (activities prior to and during the weekend) – this should be a "brain dump" of what goes on in each committee – submit to Marie L. to be posted on website. Continue work on classes/trainers.
- JUL – Finalize high-level committee budgets. FINAL Classes/trainers (stragglers) by 7/15. Publicity to provide save the date info to council for inclusion in area newsletters. Purchase check-in folders (usually 10/\$1 (or sometimes one cent) during Back to School sales) if they haven't been donated. Publicity committee to prepare information to be shared at July 13th training conference and the September VLC announcing when registration packets will be available online & promoting event. Review preliminary detailed overall weekend schedule with entire committee. Entertainment committee to provide details of supplies needed for registration packet/participant confirmation letters/packing list.

Previous Action Items

- **ALL** – Send Jeanenne your preliminary committee budget numbers for 2020. **Past due!**
- **ALL** – send Sheila information regarding classes you'd like to teach in 2020 – see below for details. Input classes you want to teach via Google Docs form - <https://forms.gle/pDk7CZsYa84gsVu99>. **Past due – only 14 classes have been submitted via google docs form thus far!**

New Action Items

- **Lianne** - send Kippy Christina's Unit Hostess script from 2019.
- **Lianne** – send out questionnaire to committee re: committee retreat Sep. 6-8
- **Tiffany/Clare-Marie** - how will day only, single night, and training only campers be handled given that we are now being charged a flat \$75/pp – will we have to pay the \$75 for these other categories too?
- **Amber** - send copies of the graces handouts from last year to Kellie and Marie L.
- **ALL** – review overall evaluation recommendations in Sheila's report and implement changes as needed.

Discussion Items

The recording from tonight's call can be heard at <https://fccdl.in/c9IEQalaWk> or Playback Number: (319) 527-2892, Enter Access code 294674#, Meeting Reference Code 26.

Committee Reports

Admin (Lianne)

Attached to the minutes are the updated timeline, updated committee descriptions, and updated committee roster. Please review and let me know if there are any updates/changes needed! Marie Lott will post to our planning committee page on the website.

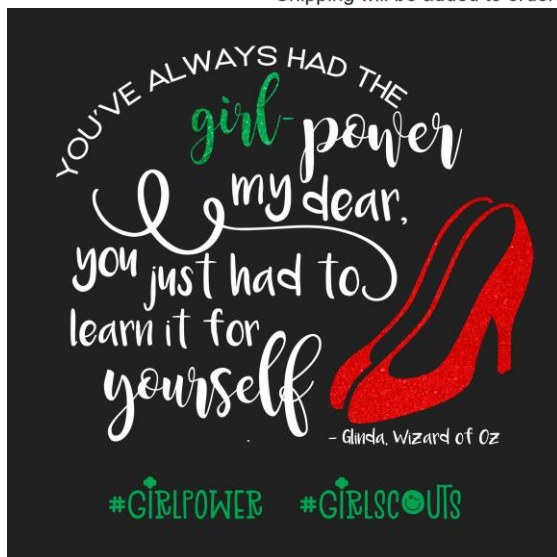
The committee retreat will be **Sep. 6-8** (we'll be in Echo Hill). Lianne to send out an email asking who will be attending and any classes that we would like to teach/take. Lianne suggested we could paint shoes (white Keds?) with red glitter paint so the committee could all wear ruby slippers on Friday night. We decided against joining the camporee for meals in the dining hall (at \$20/pp) and will instead divide into patrols and plan meals within our unit.

The shirt/tote bag design is final and the printer confirmed that the cost will be the same as the 2019 shirts. The shirts/bags will be black and available in short, ¾ length, and long sleeve versions, plus a tote bag:

STYLE	Description	Sleeve Length	Neck	Sizing	S-XL	2X	3X
880	Anvil Women's Lightweight Tee, S-2XL	Short	Round	Semi-Fitted	\$14.00	\$16.50	-
980	Anvil Unisex Lightweight Tee, S-3XL	Short	Round	Semi-Fitted	\$14.00	\$16.50	\$18.50
3577	LAT Ladies' T-Shirt, S-2XL	¾	V-Neck	Classic - Relaxed	\$17.50	\$19.75	-
3588	LAT Ladies' T-Shirt, S-2XL	Long	Round	Classic - Relaxed	\$17.50	\$19.75	-
TOB293	Cotton Tote Bag	-	-	-	\$9.50	-	-

*Prices Include Sales Tax

Shipping will be added to orders placed after the pre-camp delivery deadline.



Financials (Jeanenne)

Last year, lodging/meals were \$5600; this year, it will be \$75/pp or \$9000+. This is a HUGE increase! PLEASE get REALISTIC budget #s to Jeanenne ASAP. We have a current budget of \$600 for financial aid – do we need to increase this for 2020? Jeanenne to compile committee budgets and make recommendation. We requested an update from council how day only, single night, and training only

campers would be handled given that we are now being charged a flat \$75/pp – will we have to pay the \$75 for these other categories too? No response from Tiffany/Clare-Marie yet – need response.

First Aid (Kim Elmore)

Thanks Kim for volunteering to chair this committee! Kim will be renewing her CPR credentials this summer (August 17th) and will take Wilderness First Aid in Nov (since we are >30 minutes from a hospital). Will take advantage of volunteers that have offered to help on her committee (Jeremy, Robin, and Karen). Last year, there was a \$50 budget with \$0 spent. Kim will review first aid kits to determine what is needed for budget this year. Lianne to drop off first aid bin at Kim's house this weekend.

Opening/Closing (Kellie)

Kellie has copied all the graces from the doc on the website and formatted into the PowerPoint. She is adding graphics and should complete before next meeting. Amber to send copies of the graces handouts from last year to Kellie and Marie L.

Camp/Unit Set-up & DH Takedown (Rebecca)

No update. Needs \$20 for supplies for 2020.

Unit Activities (Kippy)

Turned in \$25 budget to Jeanenne for cleaning supplies. Jeanenne advised that here are currently 2 line items – cleaning supplies and envelopes. Kippy advised we will probably have enough envelopes for this year. She has 3 unit hostesses lined up, needs 2 more. Lianne to send Kippy Christina's Unit Hostess script from 2019.

Decorations (Frances/Carol)

Moving along with planning, have reached out to Rebekah. Decided on some job responsibilities. Frances has completed ½ of the swap necklaces. Budget was submitted to Jeanenne. Operations manual on website not current, will look for current update. Carol and Frances setting up play date to work on backdrop.

Entertainment (Jessie)

Got entertainment feedback from Sheila. We will be going back to costume parade instead of costume contest. Feedback is that participants want to bring back ice cream social and sing-along for Saturday PM. Last year's budget included entertainments supplies (\$50) and camper awards (\$0).

Historian (Rose)

Committee is getting together the middle of July to finish up the 2019 scrapbook. Ordered the scanning box (on sale) from Forever for personal use and will be including MMLW pages with her personal pages (when there's a great sale). Will be ready to hand off to Lianne for digital work in July.

Meals/Snacks (Melonie)

Meal menus have been finalized with Tiffany, but hasn't heard any feedback from Tiffany. We will be posting our menu to the website. Last year's budget was \$10 for snack table (need 2 tablecloths and assorted plates, napkins, etc.) Cheryl can donate white or green tablecloths, if we can use those. Lianne and others on the committee may have plates, napkins, etc. that can be donated too. Leave line item for 2020 but show \$0 (everything will be donated this year).

Participant Check-In, Guest Services (Cheryl)

This year, need folders that are red, yellow and blue. Can also use miscellaneous colors (a few) if you have them. Working on themes for ballots. Will probably need to recruit someone else for guest services if Kim is needed at check-in? Will need to order some more ribbons for this year too (\$50-\$60, should cover us through next year).

Publicity & Philanthropy (Amber)

Publicity: Sheila contacted Jan about booth for VLC. Sheila and Jessie will be there (Amber has prior commitment), will also need to recruit some additional volunteers for Sept 14 to work the VLC. In the process of gathering materials for the weekend. Amber will create ¼ sheet “save the date” postcards before July 13th quarterly service unit director meeting. Working on list of contacts/meeting dates for all service units. Hopefully, we can utilize committee members and long term attendees to help advertise.

Philanthropy - Amber is working with these 3 potential agencies for philanthropy project. Will select finalist based on how easy they are to work with.

- Rome-Floyd Community Kitchen – Serving hot meals to individuals and families in need in Floyd County
 - Needs: coffee, sugar, powdered coffee cream, canned vegetables, 12oz bowls, 8oz cups, dried pinto beans (list will likely be edited closer to event)
- Hospitality House for Women. Serving the needs of domestic violence victims with emergency food, clothing and shelter, and relocation services
 - Needs: underwear, socks, diapers, diaper cream, household items for setting up house, kitchenware, pillows, sheets, pillowcases, towels
- Voluntary Action Center of Calhoun - serving families in need in Gordon County through a food pantry, community kitchen, and emergency services for victims of domestic violence or eviction.
 - Needs: pantry items, paper goods

Registration (Marie W)

No update.

Website/Technology (Marie L)

We are changing from Regonline to Cvent (for our registration platform). Technical difficulties with the migration and their tech support – migration is slowly moving along. Not much will be able to be transferred from the old platform to the new. Jeanenne has downloaded past history financials; need to ensure that Marie W. has downloaded everything she needs from the old databases too.

The test webpage she has set up on their site is crisp, clean and professional looking. Largest amount of work in Regonline was the first year, and subsequent years were much easier. Expect this year to be large amount of work, so good thing registration won't open before 10/1 (for committee) and 10/15 (for general public).

Workshops/Trainers (Sheila)

Only 14 classes have been entered on Google Docs form (<https://forms.gle/6L1PUcYmjiuXWYHZ8>):

Class Name	Instructor Name (First/Last)
Camp Helper	Lianne Griffin
Cake Decorating	Jeanenne Adams
Daisy String Art	Rose Lowe
Zipper Flower Headband	Frances Parks, Carol Townley
Essential Oil 101	Kippy Penney
Wonderful World of Sea Glass Jewelry	Kathy Stephan
Astro Scouts - Reach for the Stars (CA SR AMB)	Marie Lott
Stargazing Sampler	Marie Lott
Camping Basics	Kathy Lewis
Seaglass, Seashell & Pebble Art	Linda Stephan
I'm Melting (Soap)!	Kim M Elmore

Vinyl Fun	Lianne Griffin
Hike Before Lunch	Lianne Griffin
Treats for Toto and Eureka (Dogs and Cats)	Cheryl Marko

NOTE: when you enter your classes on the worksheet, you will be emailed a copy of your responses. SAVE that email – it has a link in it in case you want to go back and update your saved information!!

Overall evaluation summary is as follows:

Best quote: liked best: great classes, pretty décor, fun & delicious food, friendly committee members and all folks

Here are Sheila's suggestions based on comments.

Friday Night:

- So many complaints about everything except check in.
- Classes were too short (no more mini classes)
- Loved the idea of going to cabins and meeting bunk mates. However, ladies are tired after work and really don't want to "work", "think". Suggestion is to have maybe three to five points about the weekend, maybe post and read, not discuss. Be available to discuss later. Do one (2 if short) ice breakers, have food (desert type) and socialize. Have a true social hour, then each person can do as they wish. Participants can talk, play puzzles (I've enough to share), maybe some Sudoku, etc., word game sheets, etc., just available if people want to do this.
- Some cabins didn't have enough chairs. We will work on this. The ranger saw no reason to bring extra to cabin even though I had arranged for him to do so.
- Cabins: big, big complaints about not being able to get into cabins where massages were being held. They ran the massages really way after 6pm and it was difficult for those with costumes. If we are going to have 2 sets going at the same time, we need to rethink the location. Maybe the leader room in the office? Also another leader's room? Maybe split them up in different parts of the camp?
- Also, big time complaints about condition of the camp, cleanliness, overgrown trails, lack of supplies in cabins, food, (hated pizza pockets, loved salad bar, wanted more portable fruit – mentioned apples and bananas), many complaints about breakfast casserole)
- Disliked length of check out process and it seemed that this was happening because of auction. Whole process needs to be re thought about. Check out turned in to a nightmare for some who had to sit around waiting. Also, saw check out hostess leaving before ranger came.
- Complaints about class descriptions. Too vague for those registering late. This seems to be the nature of the beast as classes fill early with many of the classes that are popular.
- We need to clarify the following in packet:
 - Classes: We do repeat some classes because participants ask for them or were not able to get in them. We try not to have same class over 3 years in a row but if we get requests, we will bring the class back after a year or so. Some council classes are offered to accommodate our participants who still want a real teacher and usually when an area (outdoors has been redesigned), we try to have a wonderful outdoor certified trainer teach the class. We have started introducing more classes for older girl leaders and we also have a Council emphasis on STEM. We try to offer lots of variety in our craft and cooking classes. We try to respond to any and all requests that we get
 - Clarify our policy on sleeping arrangements - we don't send out cabin assignments before camp and the importance of listing any problems that you may have. If you don't list them, they will not be addressed. Also, if you need a top or bottom bunk, outlet for CPAP machine, etc.
 - Need to know: that there are bunk beds, not cots. Mobility issues not listed because assumption that there were cots.

- Men can NOT go into women's sleeping area, even if their wife is sleeping and needs to be up. Yep, it was on an eval.
- Also explain why Echo Hill has so many past participants and committee members, although other cabins have many also. It is for the handicapped and the extra room is for the hard of hearing.
- Encourage folks to click on classes and see what they need to bring and a picture of what they are going to do. All teachers that have a change in their material list MUST notify their participants at least 2 weeks before the weekend.
- Outdoor blast has an outdoor fire ring with a lot of discussion from experienced leaders and we have been requested to do the same. The time of year is an issue, and we are not outdoor blast. We could have a fire in the dining hall fireplace and Sing A Long as part of 5urday night.
- If we are going to have costumes, let's go back to just the parade and not do a contest. It is full of problems and no one liked the skit waiting time and contest waiting time. Just a Parade down the center like we used to do and then what ever Jessie plans. People like the costumes. We did have requests for including an ice cream social as part of Saturday night.
- Food: this person said it all -I wasn't a fan of the timing of the graces as some people were still in line for food when we had to do them and meals-the portions of food felt a tad small and the quality was sub-par.
- Another comment: more protein, less starch
- Overall evaluation needs to be updated.
 - Maybe leave off "poor" and N/A. We got so many N/A's on the following:
 - First Aid
 - Scrapbooks/Photos for sale
 - Scrapbook (maybe we could just have the scrapbooks out with the order forms but leave off the eval)
 - Trainer gifts
 - On Line Store
 - At the end, put something like: If you needed First Aid or received a Trainer Gift, please let us know your thoughts.
First Aid _____
Trainer Gift _____

What was liked best was fellowship and crafts, general classes, awesome teachers.

Council POC (Tiffany)

No update.

Our next meeting will be **via conference call on THURSDAY, July 11th at 7PM. ****NOTE DATE CHANGE!******

1. Dial Into the Conference:

Dial-in Number: (563) 999-1145

Access Code: 294674

OR

2. Join the Online Meeting:

Online Meeting Link: <https://join.freeconferencecall.com/liannegriffin>

Online Meeting ID: liannegriffin

Instructions:

At the scheduled date and time of the meeting, dial in to the conference line. When prompted, enter the access code followed by hash (#). To join the online meeting, click on the meeting link listed above and follow the prompts to join the meeting.