

2022 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES
March 23, 2021 Committee Meeting

2021 Planning Committee

Carol Townley	Jessie Napier	Lianne Griffin	Rhiyana Pineau
Cheryl Marko	Karen McFadden	Marie Lott	Rose Lowe
Frances Parks	Kim Elmore	Marie Wright	Sheila Mills
Jeanenne Adams	Kippy Penney	Rebecca Wright	Vanessa Matravers

Guests/Sub-Committee Members

Amber Ackerman	Faith Burke	Jessica Preble	Rebekah Rogers
Brenda Carswell	Genny Welday	Kathy Stephan	Marie Ross
Clare-Marie Hannon	Kellie Haley	Linda Selbach	Robin Antzoulatos
Desiree Salter	Jennifer Chancey	Nathalie Gregory	

Timeline Review

Will review next month.

Previous Action Items

- n/a

New Action Items

- **Lianne** – resubmit application for SU event (copy last year’s application) **done**
- **Lianne** – send out link with our zoom calls – will be the same link each month.
- **Lianne** – create private FB group for planning committee and invite all members to join **done**
- **ALL** - Reach out to Jeanenne if you need your budget or actuals numbers from last year.
- **TBD** – Send Clare-Marie or Carolyn Schroeder our event basic description and cost for inclusion in the council catalog. Due May/June.
- **Lianne** – complete Google Docs for class instructors and send to Sheila.

Discussion Items

This is the relaunch of the MMLW planning committee after a break (since August 2020) due to Covid. Special guest Clare-Marie Hannon from council office to provide insight into council position re: Covid. Clare-Marie introduced us to our NEW council POC – Vanessa Matravers, our new 3 Seasons ACD. See council POC committee report for Clare-Marie’s report.

Welcome to Vanessa!! We take about a year to plan for the next event. Zoom meetings are working well as we are a geographically spread-out group (Blue Ridge to Eatonton to Jefferson). We may have 1-2 meetings in person, but most will be via Zoom.

Theme for 2021 (and now 2022 event!) is a Roaring 20s theme. This is our 20th year of hosting this weekend.

Committee assignments – all chairs are returning to the committee for the 2022 event with the exception of Kellie Hayley. She will still be at the event and can help at the event, but can’t be on the committee. She was previously in charge of opening/closing ceremonies committee so that slot is now vacant. We encourage the committee chair (or committee member) to report out at the monthly meeting with committee readout as well as ask for comments/suggestions and discuss committee interdependencies.

At our last meeting, we said we’d need to discuss contingency and long-range planning. We were discussing plans for a committee planning retreat (which are being planned by Marie Ross) and we have typically done a weekend retreat in

Sept/Oct to trial a class, work on committee assignments, etc. Committees were providing Jeanenne with preliminary budgets and we requested that budget amounts NOT be inflated. Not a lot of other new news to report from other committees. REFER BACK TO JUNE 2020 MEETING MINUTES FOR COMMITTEE STATUS.

NOW is the time to get our date for 2022 finalized. Our 2022 event date is January 21-23, 2022. Planning committee would want to come in on Thursday to get decorations complete, etc. (will all need to be in the same unit on Thursday PM, then move to the other units on Friday – heat will be turned on just in time to save on the heating bill). Lianne to re-submit paperwork. Mary Ellen will ensure everything is reserved appropriately. Deposits have been carried forward? Lianne to confirm with Mary Ellen. Pricing has changed, but Clare-Marie indicated that it would be carried forward and we will receive same pricing as last year.

Council can make copies for us if we get it to them 2 weeks before camp.

Vanessa will not be required to be on all the calls, but it's great to have her. 😊 We request that if she cannot attend, we'd ask her to read the minutes and respond to any action items noted for council.

Kippy should deal with Clare-Marie for food service questions/issues. This area is evolving; by Sept, there will be a food person she can refer us to.

Our website is up – <http://www.3leaves.org/mm2022>. All information will be posted here. We do have a planning committee page on our website and minutes will be posted here.

Vanessa's email is vmatravers@gsgatl.org.

Jessica asked if masks would be necessary. Clare-Marie indicated that masks are necessary for kids (currently no vaccines for children). And programming may be able to be moved outside. Probably not an issue since this is an adult group.

Tentative schedule for MMLW planning meetings – will be 4th Tuesday of the month (exceptions being Nov/Dec, when it will move to the 3rd Tuesday of the month. Lianne to send out link with our zoom calls – will be the same link each month.

We discussed the option of having a private planning committee group. Would enable us to share information quickly, ask questions outside of monthly meetings, and give an informal “chat room” type environment. Not all on FB, but this could work well for getting ideas from others. Agreed it could be helpful – easier to scroll through that. That will NOT be the key forum for sharing info since not everyone on that platform. Lianne to create group and will invite all members to join. Jessie offered to be a backup admin for our FB page.

We will discuss long-term succession planning at our next meeting. It would be a good time to mentor new folks this year if anyone will be retiring at the end of this year.

Committee Reports

Admin (Lianne) – nothing in addition to above. We are looking for someone to chair the opening/closing ceremony and publicity/philanthropy positions. Should be someone that is a previous camper or committee member.

Financials (Jeanenne) – Jeanenne will need budget amounts for each committee. Jeanenne let us know that Cognito (our online registration db) wiped out our database and there was no way to restore (their mistake). All of our historical data is gone, although the basic form is still there. Our database registration file, financial aid, early bird info files were exported, but we may not need last year's data online. Marie and Jeanenne suggested that we NOT offer early registration this year. Maybe just have registration in Nov (will need to wait for notice from council in Oct. that all restrictions are lifted). 80% of registrations are received in 2.5 weeks typically. Per Clare-Marie, we will hear about the

decision to go back to 100% capacity by late Aug/early Sep. Reach out to Jeanenne if you need your budget or actuals numbers from last year.

First Aid (Kim Elmore)

Opening/Closing (Rhiyana)

Camp/Unit Set-up & Takedown (Rebecca)

Unit Hostess Activities/Checkout (Karen McFadden)

Decorations (Frances/Carol)

Entertainment (Jessie)

Historian (Rose)

Meals/Snacks (Kippy Penney)

Participant Check-In, Guest Services (Cheryl)

Publicity & Philanthropy (OPEN) - There is going to be another catalog which our event can be publicized in. Deadline is typically May/June for printing and then distribution in August. We need a basic description and cost. Send to Clare-Marie or Carolyn Schroeder.

Registration (Marie W)

Website/Technology (Marie L) – anything to be added to the planning page, please send to Marie for posting.

Workshops/Trainers (Sheila) – Sheila would like committee to let her know if you'd like to teach a class. Lianne to set up the Good Docs for Sheila (copy last year). Sheila to start reaching out to instructors soon. Sheila asked if we have an info sheet "tickler"? Marie Lott suggested Sheila look at our website and see if there is anything there she can use.

Council POC (Vanessa Matravers/Clare-Marie Hannon) – Per Clare-Marie, there is currently no overnight programming through May except family groups. Tents on properties okay as family units/mixed households. Beginning 6/1, will begin summer camp at 70% capacity. Expectation is that Aug/Sep will still be at 70% capacity, but beginning October will be back to 100% operations. Only changes possible for are event will be in food service (may not be able to tailor food service for us as there may be ongoing restrictions). So, facility WILL be able to be used as normal in Jan 2022.

The link to our recorded call (both audio only and video) are located at https://www.forever.com/app/users/mountain-magic-leader-weekend/albums/2021_03_23-mmlw-meeting/bqmqsqo1ixz5o1c9f493s6um7.

Our next meeting will be via conference call/ZOOM on TUESDAY @ 7:30-9 PM.