

2022 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES
September 28th, 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	Genny Welday	Kathy Stephan	Marie Ross
Brenda Carswell	Kellie Haley	Linda Selbach	Robin Antzoulatos
Desiree Salter	Jennifer Chancey	Nathalie Gregory	
Faith Burke	Jessica Preble	Rebekah Rogers	

Timeline Review

- SEP – Make final changes/complete registration flyers and information packet. Review final registration flyer at Sep Committee meeting. Publicity to attend SU meetings to promote event (Sept/Oct). Hold fall planning committee retreat in Sep/Oct (date/location TBD). ~~Complete digital scrapbook and be ready to order committee copies during fall sales.~~ Not applicable for 2022. Confirm menu options with camp director. (Menu will be finalized at Oct. planning committee meeting.)
- OCT – Complete online registration entries. Get online store up/running (include t-shirts/tote bags and past/current scrapbooks (may not be able to add scrapbooks if scanning/creation of digital scrapbooks not complete due to scanning not complete?). Beta testing will begin 10/1; instructors/committee will begin registration 10/7 – 10/14 (10/7-10/8 for committee, 10/9-10/14 instructors). Early bird registration for all will begin 10/15 and end on 10/31. Regular registration 11/1 – 11/30. Prior attendees will receive email notification that registration packets are available and registration has begun on 10/15. Council requested class requisition forms submitted to council on 10/15 (wait until online registration is LIVE and confirm LARC sign-up procedures with council). Create preliminary patch designs. Finalize menus with camp staff.

Previous Action Items

- All** - Committee members to update manuals. Especially for those retiring members
- Marie Ross** – Provide options for Fall Retreat. Committee will decide if we are having a retreat at the August meeting. **Options discussed, follow up next month.**
- Kim Elmore** – will write communication for council and try to get it published in council newsletter. Contact Jessie Napier to get the last one so it can be edited.
- Jessie Napier** – Provide entertainment schedule to Marie Wright.
- Rose** – submit expenses for reimbursement

New Action Items

- Lianne** – send poll to committee to determine interest in event options

Discussion Items

The Registration/Technology sub-committees had a meeting this past week to discuss options for a MMLW event given the existing Covid guidelines in place with the council office. We did some backwards planning to determine a go/no go deadline date as follows:

- Jan 1 – final class counts due to instructors
- Nov 15 – Dec 15 – registration (registration would need to close by Dec. 5 for an overnight event)
- Dec 10 – order patches (even though we might still have additional people registering between Dec 10-15)
- Oct 18 – Classes finalized and event scheduling complete (Cognito would be updated and registration ready between 10/18-11/15)
- Oct 8 – DECISION DEADLINE

We reached out to Vanessa to get an update on when council could provide updated camping/event guidelines (current guidelines in place through 10/31). At this time, Vanessa does not have any updated guidelines and what's currently in place is what we have to go by. Under the current guidelines, we cannot offer a weekend event (only 2 people per cabin, food restrictions, etc. make this type event uneconomical).

Updated restrictions:

- Would NOT have to follow strict pods/tracts
- Classes indoors must be <20 people
- Outdoor classes must be <50
- Eating must be outside under current guidelines

Current OPTIONS for a MMLW event are as follows:

1. Cancel event
2. Postpone weekend event to later in 2022 or Jan 2023
3. Offer day-only event (which would need to be held at a non-council site; Misty Mountain is too far for a day event in wintertime)

If we change to a day-only event or cancel our event completely, can we get our deposit back? Vanessa reported that Mary Ellen is on vacation and will be back next week; can get us an answer to that question next week.

If we hold offsite day-only event, Vanessa said the covid guideline committee indicated we would still be under same council guidelines (masking requirements, class #s, etc.) but would NOT have to follow tracts/pods since we were a group of adults. So, this would enable us to still offer a cafeteria style class scheduling vs. pods. These numbers would apply per room (so wouldn't all be able to eat in the same room or have large opening ceremony, etc.)

We need revised guidelines within the next week or two so we can move forward with planning if it's changing from a weekend event to a day event.

Cheryl questioned whether people would want to come to a day-only, 4-class event? Marie said it would be pretty cheap, and it would be great to see everyone. We are evaluating some other location options too. We will have to follow council guidelines PLUS the requirements for any other organization if we use an alternate location.

Marie Wright created a map that plotted where all the attendees at our last event live. [See <https://www.3leaves.org/mm2022/populationmap2020mmlw.pdf>.]

Most attendees live north of I-20, outside the perimeter, with just slightly more to the east of GA400 than to the west of GA400. We are looking at possible locations near the perimeter between I75 and I85. We looked at Holy Cross Catholic Church and Embury Hill United Methodist Church. Both are located near spaghetti junction with convenient access off I85 or I285.

HOLY CROSS – is very open to hosting outside organizations, especially non-profit groups. They have classrooms that host 20 and bigger classrooms that would hold 60 (we'd limit size to 20, but have more

room to spread out). The large parish hall (175) is not available in Jan. They have assembly hall with pricing for parishioners, but may be restricted. Appeared larger than larger classrooms, so might be able to use that for picking up boxed lunches, etc. May be able to spread out in several classrooms for meals. Also has large courtyard if nice weather. Pricing very reasonable - \$25-50/4 hours for rooms, assembly hall \$150. Non parishioner pricing is usually double that, but they may offer favorable pricing since we are non-profit organization. Some of the rooms have good multimedia systems available. Would need to investigate further. Their Covid guidelines appear slightly less restrictive than council – limited singing, non-vaccinated must be masked, social distancing. But this seems like a promising option.

EMBRY HILLS UMC – has 7 large adult classrooms we could use, plus the Family Life Center. We would have to be out of the FLC by 5PM because of other organization using the space. Pricing is expensive for non-church groups - \$200-\$300 for 8 hours for the classrooms, \$1200 for the FLC (\$2900 total). Could set up decorations in the lobby area for a photo op area the day before. They have fairly strict covid requirements – their regathering committee requires everyone must be masked indoors, no eating on property (because you'd have to remove your mask), no singing (music room not available). Could potentially have people eat in car or off property.

Would like to see if there is another property on the northwest side of Atlanta or closer to GA 400? If anyone has any contacts and would like to reach out, we'd like to consider that. We are looking for 7-8 classrooms plus a larger assembly room for Saturday Jan 23rd. Kim suggested she may have some contacts with Gwinnett County Parks & Rec near Norcross. Will investigate and let committee know. There's a Jewish center (Sheila or Laurie Bestmertnick?) that might be an option?

The registration committee thinks that day-only event is doable given current covid guidelines. Day event would be 2 class periods in the AM, and 2-3 class periods in the PM. Unfortunately, we'd have to give up cooking and camping related classes, singing classes, archery, riflery, horseback riding, etc. If we can offer predominantly 1.5-hour classes, participants could still get 4 classes. Still have many classes that could fit this model (check out classes (preliminary) on our website).

Looking at boxed lunches (Panera, Chick-Fil-A) vs. food service line. Could offer this for additional cost (\$10?) or people could bring their own bag lunch. Largest part of our costs is the food/facility, but a day event could be significantly less expensive. We currently have over \$2k in bank, and if we can get our deposit back from council, may be able to offer event for free or low cost. Jeanenne thought that was unrealistic – she suggested we should plan on 50% turnout and we would need to reevaluate admin costs. Would still provide nametags, personalized class schedules, evaluations, health forms.

We discussed changes that are being implemented for Outdoor Blast (day event only) and GLOW (overnight event but individuals bringing own tents, not necessarily an option for adult event). Current registration for Outdoor Blast is VERY LOW (only 6 registered so far) – may not be able to hold event. Disappointing that all the work was done to get it ready and it still may need to be canceled due to low enrollment.

We would need to make a GO/NO-GO decision by Monday Oct. 11th. Evaluate other options for day event locations and make decision? Lianne to send out Google Poll – what event option(s) would you be comfortable with? Choices would be to cancel event, postpone event (day or weekend) to later in 2022 or even January 2023, or change event to day-only event on Jan 23rd and look at off-site properties. Committee agreed that Monday 10/11 would be good for follow up call to make GO/NO-GO decision.

Marie would like trainers to evaluate your classes – be thinking about whether your class could still be offered, if changes are needed, etc. Will have VERY SHORT TIMELINE to pull everything together between Oct. 11th and Oct 18th!!

If Vanessa gets any updated guidelines, she will send them via email before the 11th.

EVERYONE – go back to your committee between now and the 11th - we'll need to re-evaluate budget #s within 2 weeks after GO decision. Jeanenne may need to reach out one-on-one to pull together #s, so please respect Jeanenne's deadlines (she's out of town the 15th – 23rd).

The link to the poll is <https://forms.gle/aEcvZrta1yfJP9Dp7>.

Committee Reports

Committee reports are on hold until we know more.

Admin (Lianne) –

Financials (Jeanenne) –

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) –

Registration (Marie W) –

Website/Technology (Marie L) –

Workshops/Trainers (Sheila) –

Council POC (Vanessa Matravers) –

The link to our recorded call (both audio only and video) are at https://www.forever.com/app/users/mountain-magic-leader-weekend/albums/2021_09_28-mmlw-meeting/7pjlzxtqcdvcos1i274uyv13x

Our next meeting will be a GO/NO GO VOTE via conference call/ZOOM on MONDAY October 11th @ 8PM. We will try to keep this meeting to 30 minutes or less.

Our next full planning committee meeting will be on TUESDAY Oct. 26th @ 7:30-9 PM.

The ZOOM link for both meetings is as follows:

Topic: MMLW Planning Committee

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://us02web.zoom.us/j/6763635412?pwd=UGZjRWttckE1NkwrduUllakF1RFRKUT09>

Meeting ID: 676 363 5412

Passcode: MMLW