

2022 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES  
December 21<sup>st</sup>, 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	

Key Decisions

- 12/20 was the final day to register for MMLW 2022. We have a total of 54 people registered including committee and instructors.
- Marie W to send out final confirmation email to instructors on Jan 5; participant final email will be sent 1/8 and newbie welcome conference call will be on 1/10 at 8PM.
- Plan on 9AM arrival on Friday 1/21/22 for event setup (unless you hear otherwise from Marie L)

Discussion Items

Yesterday was the final day to register for MMLW 2022. We have 30 instructors/committee and 24 participants, with a total of 54 people registered including committee and instructors. 1 person is training only. We canceled 5 classes due to low enrollment (1 or 2 participants). Currently waiting to hear from Crystal Trulson (crochet) or Dee Komro (orienteering) if they want to cancel their classes. Some instructors have agreed to teach classes with low enrollment, so they are still a go. We have some classes at or near full capacity.

There will be a few people that owe additional class fees (or that we need to refund). Lianne to bring some change in case people don't bring exact change. Class refunds and instructor reimbursements will be made via check.

Friday setup – the entire day has been reserved for us for setup. Lianne won't be there until around lunchtime (taking Dad to the doctor), but we can arrive as early as 8 or 9 AM (Marie L to confirm in early 2022). Carol and Frances will be there all day for decorations setup. Yanna to bring Misty and Carol's pipes on Friday. Marie L posted room layout to our planning page.

Additional signage will be required to show people where to go. Kim still needs to pick up site setup items from Rebecca and will make additional signs as necessary.

Marie W to send out final confirmation email to instructors on Jan 5; participant final email will be sent 1/8 and newbie welcome conference call will be on 1/10 at 8PM. Newbie conference call ZOOM:

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

Meeting ID: 676 363 5412

Passcode: MMLW

(Marie W to include in preliminary email going out this week and in final email; Marie L to add to website).

### **Committee Reports**

**Admin** (Lianne) – no updates.

**Financials** (Jeanenne) – no updates at this time

**First Aid** (Kim Elmore) – Will bring 1 first aid kit; there will be hand sanitizers and extra disposable masks. Will collect health history forms at check-in (will have blanks if people forget).

**Opening/Closing** (Rhiyana) – Welcome will start with Jazz music, with a baseball radio announcement interruption. (short and simple). Closing ceremony – suggested we share what MMLW has meant to us over the years. Could have a recording or a single singer? Could also have people write down what they've learned or what MMLW has meant to them over the years (at registration and during lunch) and then read some of those at the closing ceremony. Announcements – freebie table, lost & found, group picture, others?

**Camp/Unit Set-up & Takedown** (Kim Elmore) – Kim to get box from Rebecca and will make additional signs.

**Unit Hostess Activities/Checkout** (Karen McFadden) – not applicable.

**Decorations** (Frances/Carol) – no update

**Entertainment** (Jessie) – no update

**Historian** (Rose) – Rose is not taking any classes so she can take photos. Last 2 periods she is helping teach a class so needs help taking photos in last 2 periods.

**Meals/Snacks** (Kippy Penney) – Kippy needs lunch counts from Marie W (coke/diet coke (24 each) and bottled water (5 cases of 24) have been purchased on sale. Jeanenne thought we might need more cokes (they're on sale again this week). Kim has a 24 cup coffee maker we can use for hot water and have hot tea at camp. Kippy needs coolers (Kim has rolling cooler). Kippy will be purchasing cups (or let Kippy know if you have cups or napkins to donate). Committee members to donate hot teas, hot chocolate, etc. and Kippy will purchase anything not donated. Kim has plastic spoons to donate also.

**Participant Check-In, Guest Services** (Cheryl) – We won't need most of the forms Cheryl usually prints. She will modify the overall evaluation to omit not applicable items.

**Publicity & Philanthropy** (OPEN) – Marie L to check with church about food pantry items. We are still encouraging purchasing items for CMM from the council's Amazon wishlist.

**Registration** (Marie W) – Marie W reached out to instructors to cancel classes with just 1 or 2 people and is talking to instructors with 3, 4 or 5. We might get increases from people having to switch out of cancelled classes. She is also sending a list of people registered in each class but that does not list whether they are under minimum. There's going to be a delay on patches (ordered on 12/10). She resent email yesterday and there's a 28-day turnaround. Order must be completed this week in order to

get it on time. They are 3.5" and are \$3.90/patch. (\$2.24 per patch for 100, so it was cheaper to order 100 vs. 60). We still need 2 participants for camp helper (1<sup>st</sup> period and last period). Lianne can cover first period (sign Rose up as Camp Helper in first period); Yanna is available and offered to be camp helper during last period.

**Website/Technology** (Marie L) – Marie will put up the usual camper info page minus overnight camping info and packing list.

**Workshops/Trainers** (Sheila) – Marie/Sheila are contacting instructors with low counts to see if they want to teach or cancel. Waiting to hear back from Crystal and Dee.

**Council POC** (Vanessa Matravers) – no update.

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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\\_12\\_21-mmlw-meeting/dav0njto7mn8suga892xt798a](https://www.forever.com/app/users/mountain-magic-leader-weekend/albums/2021_12_21-mmlw-meeting/dav0njto7mn8suga892xt798a)

Our next full planning committee meeting will be on TUESDAY January 18<sup>th</sup> (\*\*NOTE 3<sup>rd</sup> TUESDAY\*\* @ 7:30-9 PM).

The ZOOM link for our next meeting is:

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

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