

# Las Posadas Board of Directors Meeting 11 April 2005

— MINUTES —

by Mia Ousley

Meeting called to order 7:55 p.m. by President Garth Hewitt

## Attendance

Sonoma County – Rep. Garth Hewitt  
Alameda County – Rep. Mia Ousley  
Contra Costa County – Rep. Daniel Murphy  
Marin County – Rep. Glenn Parks, Rep. Matt Torrence  
Sacramento County – Rep. Scott Smith, Camp Coordinator Kristina Gundunas-Smith  
Napa County – Rep. Mike Mary Ellen Moskowitz, UCCE Rep. Marciel Klenk

## Announcements and Administration

### *A. Introductions*

New Camp Board members were introduced.

### *B. Minutes*

The following changes were made to the March minutes:

1. Spelling was asked to be corrected for “treasurer,” “secretary,” Matt “Torrence,” and “Glenn Parks”
2. Maintenance assignments should read: “pool” is Marin County, and “water tank cover” is Glenn Parks and Marin County
3. Defeated motion by Jim Bennett related to budget was amended to read: “Motion by Jim Bennett passed on a portion of fees equal to 44% of payroll incurred by workers compensation to the counties.”
4. Statement about the Memorandum of Understanding is amended to read: “MOU has not yet been signed by the UC.”

<p><b>Motion (by Mia, 2<sup>nd</sup> by Matt):</b> To accept minutes as amended. <b>Motion Carried.</b></p>
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## Reports / Old Business

### *A. Memorandum of Understanding*

A clarification to March 14 minutes: There is no change in the MOU’s status. Carol Omlich from the Office of the President has said it is just awaiting the signature of UC Vice President Gomes.

## **B. Clarification of LP Board Rep Terms**

The Las Posadas Camp Board Bylaws say that every county can appoint 3 directors each for three-year terms. Each director can serve for a maximum of two consecutive terms; such director is not eligible for the immediate following year but can return for another two terms after that if your county chooses. Terms will be staggered so that one of the three possible representative's term will expire each year.

## **C. Treasurer's Report**

Treasurer has still not received any payments from member counties for the December dinner meeting. He has requested a copy of the accounting from the host county. Sacramento County needs an invoice or receipt in order for its county office to issue payment.

Napa Valley Vintners turned down our application to receive a donation from their Napa Valley Auction.

Alameda County's application for camp this summer lists no contact person and lists the "UC Regents" as user group. The user group should be the county's Leaders Council or Camp Committee. Alameda County's representatives will see that their county submits a properly completed application form, including contact. We should start to send out invoices for the \$100 deposits that were due January 1, according to bylaws. (No written notices were sent in past years.) We have currently received money from Marin, Alameda, Sonoma, and Napa but still need money from Sacramento and Contra Costa.

Workers Compensation charges may drop from 28% to about 21% due to our affiliation for insurance purposes with American Camping Association. Workers compensation does not cover volunteers for free but rather charges for a minimum payroll of \$107 per person for the whole summer. Thus to cover a specific person (a local professional who kindly donates services) would cost about \$21 for insurance coverage. Registered 4-H leaders are covered by 4-H insurance. Treasurer will look into what paperwork may be needed to cover volunteers, though are first priority will be to get them signed up as 4-H leaders.

Some concern existed that our directors insurance may only cover potential liabilities between board members. Treasurer will verify whether or not it protects us from outside liability.

We've had no feedback yet on the review of our P&L from the outside source.

We're still getting notifications of owing employee tax payments. Our payroll company says they're working on it and our Treasurer will keep tabs on their progress.

## **D. Vice-President's Report**

President presented vice president's report. Vice president has responsibility of hiring lifeguard and we currently have no applicants. Age minimum is 18 years, and must work out scheduled time off with each county. Vice president has the specific job application information and will post an ad at colleges in his county. It was suggested we re-examine the amount of pay offered for the job.

## **E. All-County Work Day**

**Motion (by Mia, 2<sup>nd</sup> by Glenn):** To make set the All-County Work Weekend for this coming June 4-5.

**Motion Carried.** Counties should submit an expected head count and we'll make it a barbeque.

## **Camp Maintenance and Preparation**

The floor will still need to be replaced; current possibility is a paint with sand that may cost about \$600 and can be done in September. This way no permanent fixtures will have to be moved. This will give us water sealant quality and traction.

We should examine the possibility of replacing electric burners with propane ones, as had existed in the past, while keeping the electric ovens and grill. We're an end-user for electricity, with one solid line feeding us from Pope Valley.

Girls bathroom lighting has electricity issues.

Glenn has correct measurements for the water tank cover and will submit them to the builder with the aim of having it finished before camp starts.

Alameda County will take responsibility for the bunk areas, driving nails and replacing wood as needed.

Garth says Contra Costa County will take responsibility for bathrooms.

The 4 hot water heaters need regular preventive maintenance; Mia will ask Jim Bennett if he can check the amp draw and status of elements.

We need to:

- schedule inspections with health department officials
- check fire extinguishers
- replace coffee filter annually
- replace fluorescent bulbs
- check refrigeration and freezer units; freezer has a bad fan

Reported that Napa County's trapper says it will be a big snake year due to the early warm weather. We should be especially careful by the pool area.

## **New Business**

### ***Selection of 2006 Weeks***

A change in method of choosing camp weeks was suggested. Last year three people worked over summer to come up with three alternatives based upon information and prioritized choices provided by each county. But a decision was not made at the September meeting and was postponed until October. There was the unusual circumstance of having fair dates changed and thus invalidating the proposed choices. The stumbling blocks are:

1. summer vacation from school is down to only 9 or 10 weeks; and
2. no county wants their camp to coincide with State Leadership Conference.

**Action Item** – Each county will email president its prioritized schedules as soon as possible. President will distribute all the information back to the board members, and each county can submit schedule possibilities that we can discuss and work on over the summer.

### ***Pool Requirements***

Insurance requires that we have a ratio of 1 CPR- and First Aid-trained adult for every 25 people inside the fenced pool area. Napa County will hold a training on May 21. The cost is only \$20, as it's being subsidized by the county. Call Marciel at 707-253-4145 to attend.

**Meeting adjourned 10:50 p.m.**