



CAMP LEMIEUX
LOVE THE LORD YOUR GOD

Annual General Meeting 2016 Minutes

1. **Call to Order** – Jennifer Foley 1:10pm
2. **Opening Prayer** – Fr. John Mock - Thank you!
3. **Board Introductions & Attendance** – Jennifer Foley
Board Members Present: Jennifer Foley, Mark Benjamin, Jim Dietrich, Heather Elder, Father John Mock, Val Tienkamp
Board Member Regrets: Justin Foley, Dustin Heatcoat, Jonah Shaver, Marianne Gordon, Stan Lautsch.
Camp Family Members Present - Darryl Tumback, Zoria Shumay, Bill Shumay, Louis Carignan, Daniel Erker.
4. **Adoption of Agenda** Motioned by Darryl Tumback, 2nd Jim Dietrich, Carried.
5. **Adoption of April 11, 2015 AGM Minutes** - Presented by Jim Dietrich. Motioned by Mark Benjamin, 2nd Bill Shumay, Carried.
6. **Business Arising From Minutes**
 - 1.1. **Spiritual Director** - Fr. John Mock, accepted the position last year and has graciously agreed to fill the position again for this year.
 - 1.2. **Rental Policy Update**
 - 1.2.1. Summarized in Chair Report. Bill Shumay, Darryl Tumback, Tricia Carleton, Marc Benjamin, and Jennifer Foley met via conference call three times in the fall to compile and edit and create a comprehensive rental policy. The policy was passed by the board in February as our current rental policy. The policy consists of a three part process. Interested rental parties will fill in an initial application which the board will process and accept or reject. If the initial application is accepted the rental process continues with a second more in-depth application. If the application satisfies the requirements of the renters and of camp a contract is signed.
 - 1.2.2. The rental policy has been put into use however a concern has come up over the requirement of the \$10 million dollars liability insurance package. The reasoning behind the requirement was to cover camp if the entire camp was damaged beyond repair. In hindsight, a general liability package of \$1 or \$2 million would suffice. Also a consideration – our policy takes into consideration two types of renters – other groups and events for young people that follow the mission of Camp Lemieux. Discussion will continue around the liability package requirement.
7. **Reports**
 - 7.1 **Chair's Report** – Jennifer Foley (Report attached for details)
 - 7.1.1 **Celebrations** - full slate of board members at large, ten with Fr. John. We are still looking for K of C membership reps on the board. Therefore we only have a half full board. We had two in person board meetings, February and October. Although we are not owned by the Archdiocese of Regina, they provide our insurance hence needing to create our own Protocol for Responsible Ministry Forms.
 - 7.1.2 **Camp Lemieux Protocol for Responsible Ministry - Overview** is included in the AGM Reports.
 - 7.1.3 **Vulnerable Sector Checks** - a requirement for all volunteers and staff who interact with youth under 18 yrs. The checks are free or done for a small fee which is waived for volunteers with a verification letter from Camp Lemieux. Vulnerable Sector checks are only available and required for adults over the age of 18.
 - 7.1.4 **Archdiocesan Camp Meetings** - attended by Jennifer Foley and Heather Elder. We are meeting with other camps to learn from each other. Camp Lemieux is seen as having the best Catholic programming in the entire Archdiocese of Regina. (Way to go Camp!)

- 7.1.5 2nd Annual Fish Fry** - had the highest attendance numbers this year. Thank you to Dustin Heatcoat for heading up this fundraiser once again. We had great volunteers, they were phenomenal but we will always welcome more!
- 7.1.6 Swift Current Deanery Donations Update** - Chairs, tables and benches were purchased from the 2014 Deanery grant donation. This past year we bought a van from the 2015 Deanery donation. The deanery really stepped up – Thank You! We were reminded through this process that we are not a corporate identity. That means the camp van was licensed by the Archdiocese of Regina. The remainder of the \$3000 donation was used to run the van over the camp season. Thanks again Swift Current Deanery!
- 7.1.7 Cook & Summer Director** - Our cook returned last year and is possibly returning this coming year. We had a director hired for the whole summer, which is a positive change from the previous couple years.
- 7.1.8 Our new website is up and running!** We have online registration this year. We expect that 95% of registrations will be done online. Sponsorship will not be able to go through online however information will be on the website. Our new website is: www.camplemieux.com
- 7.1.9 Posters & Postcards** - Thank you Mark Benjamin and Jennifer Foley for coordinating the postcards and posters, thanks Jim Dietrich for a third set of eyes. We are working with Geri Hall, Director of Education from HTCSD on promotions.
- 7.1.10 Maintenance Position Needed** - change name to caretaker.
- 7.1.11 Camp Lemieux Alumni** - We continue to search for ways to engage our Camp Lemieux Alumni for support.
- 7.1.12 Incorporation Needed** - We are the only camp that is not incorporated in the Archdiocese of Regina. We are looking to become fully incorporated as soon as possible. We are running bulletin announcements across the deanery in search of a lawyer and an accountant to help us through the process. We need a public review. We will first search for someone through the church bulletins and then may have to consider hiring.

7.2 Finance Report – Provided by Dustin Heatcoat; Presented by Jim Dietrich

7.2.1 Reviewed 2015 Financial Statement

- Of note - Current assets as of 31/12/2015 - The big change is how the Archdiocesan loan is being tracked. Through a recording issue the yearly interest on the loan had not been tracked for five years. It was a recording issue. Our retained earnings is lower based on the Archdiocesan Loan. We also had an insurance settlement of \$60,264.95. There is another \$7057.77 from Fr. Ray Carignan that was dipped into because Camp was in the hole a couple years ago. It has now been replenished, tracked and may be put in our high interest saving account. Fr. Ray's donation saved camp financially in 2012 and this year is the first year that the money has been recouped. As a board we will soon be making a plan with what to do with that money. Camp received a 2nd donation this year from Fr. Carignan's Estate: \$1557.00 for a total of \$8615.09
- The Friends of Camp Lemieux bank account is in the process of being dissolved because we cannot issue donation receipts from Friends of Camp Lemieux. It is no longer a separate entity although at one point it had been. The K of C used to run lotteries for Camp Lemieux fundraising however no longer do so. Friends of Camp Lemieux evolved to fill that gap however it can no longer be a separate entity. The account has remained open because there are donors who have automatic pre authorized debit payments through Friends of Camp Lemieux. The plan is for these accounts to be transferred over to the Camp Lemieux account by the end of April.
- Read from Jim's notes - The biggest portion of revenue was the insurance payout. The Archdiocese continues to give funds from the Bishops Annual Appeal. Board Mileage is a zero gain, board members are in the habit of donating mileage costs for the year.

7.2.2 2016 Budget

- New - rental income is under sales revenue.

- Under other revenue - Friends of Camp Lemieux is being phased out.
- Under expenses - Adverts/Promos/Communication - higher budget than previous years.
- Insurance decreased from last year.
- Program expense - major change!!! We made a decision to invest in our campers!! Programming includes arts and crafts, archery, field - we can't spend only \$20 per kid.
- SaskTel Mobility - new expense however it replaces the land lines and offices which had previously been paid for by the Archdiocese. Val will keep the cell phone.
- Team appreciation - new line
- T-shirt budget dropped - new company.
- A deficit budget again. Deficit of around \$5000 seems to be the standard in recent years.

7.3 Maintenance Report – N/A

7.4 Program & Personnel – Jim Dietrich

7.4.1 It is the end of an era in some ways with the dissolution of our office and the new website and online registration. Thank you Val for about 20 years of service in that office. Registration last year went well with the support of Val. Our camper numbers were 164 and we had hoped for 130 (yay!). Presentations by Heather Elder were successful in Moose Jaw! We immediately had registrations from Moose Jaw come in - 42 in all! Thank you to Daniel Ecker for all his help with maintenance!

7.5 Communication Report – N/A

8. Discussion on Reports

8.1 Question and Answer Period

8.2 Motion To Accept and File Reports Motioned by Jim Dietrich, 2nd - Bill Shumay, Carried.

9. New Business

9.1 Motion to Adopt Public Review of Financials for Incorporation Purposes

Discussion: What does the public review entail? Someone independently outside of our organization will need to look at our books. Then a lawyer will take this and move the incorporation process forward. This person needs to be a public accountant. We are asking for a volunteer first, then will hire when necessary.

Motion: That Camp Lemieux's financial books be publicly reviewed for the purposes of non-profit incorporation. Motioned by Marc Benjamin, 2nd Darryl Tumbach. Carried.

9.2 Call for Constitution Review Ad Hoc Committee

History Discussion: Camp Lemieux began as a K of C sponsored camp run by the K of C Councils in former Districts 5, 6 and 7. There was a change to create a Board of Directors. The K of C were directly involved in giving feedback and holding leadership positions throughout the process of creating the inaugural constitution. There has not been a constitution review since the original constitution was introduced.

Things To Be Considered: Jim's board position as program director and it is a massively huge position. It maybe need to be divided into two. Board membership requirements are limited. Our constitution limits membership to individuals who have been or are part of a parish in the Regina diocese, including the deanery of Eatonia. K of C board members must be from District 5, 6, or 7. The Districts have also recently changed and no longer fit the parameters of our constitution. We need to update our constitution to include alumni who are not in our diocese as well as update to reflect the changes for K of C membership. How many years has the constitution been in place? Somewhere between 5 and 15 years? We need to find out for sure.

Discussion: How do we reengage the K of C in Camp Lemieux? Question by Bill Shumay. How do we draw them in? Invite? Welcoming? Give them 'ownership' and involvement. There is a tone. From Camp Lemieux's perspective, we don't understand the disconnect...it is perplexing. The how is more important than the what. We have started to reach out to the K of C. Each council was invited to

come to our AGM by letter. By the end of March we will follow this up with an invitation to represent their council on the Board. This is a great start. There has been a gradual falling away, there had always been K of C around our table. There are nine new members in SC K of C. Thank you Bill and Zoria for contacting K of C in SC to invite them to our meeting. We will continue to work towards repairing the relationship. Communication - have the K of C actually been invited to join the board? Let's do it. There has been a perception that our board is a policy board but not a working board. On our board we have space for getting work done. We do not have an executive director therefore we rely on our committees to get work done. The rental committee was a prime example of how we get things done.

Suggestion - invite a St. Annes parish member to join the board. They are a extremely active parish and supportive of Camp Lemieux. Joanne Monette has given us suggestions about camp. It would be great to have people from close to camp in proximity about camp. A parish board member as camp rep both for the church and on some committee on our board. Board requirements – two to three in person meetings, AGM, fall and winter meeting; Weekly phone meetings during high season; Advocating for camp; Strongly encouraged to do camp cleanup and shutdown at beginning and end of season. We need a job description for Camp Lemieux Champions (a.k.a Parish Reps).

9.3 Slate of Officers – Marc Benjamin

A heartfelt thank you - with much gratitude - goes to our outgoing Board Members for YEARS of giving their time, talent and treasure to Camp Lemieux (Marc Benjamin, Justin Foley, Marianne Gordon, Jonah Shaver, Dustin Heatcoat and Stan Lautsch).

Two Year Term – Jim Dietrich

Two Year Term – Daniel Erker

Two Year Term – Val Tienkamp

Two Year Term – _____

Two Year Term – _____

One Year Term – Jennifer Foley

One Year Term – Heather Elder

One Year Term – _____

One Year Term – _____

Spiritual Director – Fr. John Mock

K of C Reps - District 4

Moose Jaw -

Lisieux -

Assiniboia -

Lafleche -

Moose Jaw –

K of C Reps - District 6

Shaunavon -

Swift Current -

Pontiex -

Hodgeville -

Gull Lake -

Maple Creek – Darryl Tumbach

K of C Reps - District 13

Fox Valley -

Lancer -

Liebenthal -

9.4 Motion to Accept Nominations for Board Terms and Declare Them Elected. Motioned by Marc Benjamin, 2nd Darryl Tumbach, Carried.

9.5 Darryl Tumbach will bring his intentions to his local K of C to join the board as a representative of the Maple Creek K of C council.

10. Other

10.1 Rentals – A week long family reunion rental to come this season with the possibility of a weekend wedding rental in June. Two others requests for information came in but ultimately chose not to rent.

10.2 Maintenance/Caretaker Position - we are advertising on our website and in bulletins. Maintenance as a position title is potentially daunting, our advertisement and website now uses the title caretaker. There is a retired man who lives at Lac Pelletier that has expressed some interest. Do we reimburse the cost of a criminal record check? We need to consider it.

11. Adjournment & Closing Prayer – Jennifer Foley - Thank you!