

VEYC May 20, 2017 Board of Directors Meeting Minutes
Benevolent and Protective Order of Elks
VEA Youth Camp



Board of Directors

Meeting Minutes

May 20, 2017

OPENING: The regular meeting of the Board of Directors met on Saturday, May 20, 2017. President Dave Kelly called the meeting to order at 10:03 AM.

CALLING ROLL OF OFFICERS: All officers present, except AJ Miller, 1st Vice President; Chris Demery, 4th Vice President; and Norine Kuhn, Secretary.

GUESTS INCLUDED: Geoff Cox, VEA Past President; Timothy Knotts, VEA Past President, VEYC Past President; Sandy Hanlon, VEYC Past President; and Mike Journell, Camp Ranger.

READING OF PREVIOUS MEETING MINUTES from March 18, 2017 were posted on the VA Elks Association website. Geoff Cox M/M to accept the meeting minutes as posted, it was seconded by Dave Kelly. The motion carried, voted on and **PASSED** without corrections.

READING OF COMMUNICATIONS: None received

RECEIPTS OF THE SESSION –The VEYC has received \$24,650 for the period of March 18, 2017 – May 20, 2017.

TREASURER’S REPORT – As previously distributed in detail by John Cannon, showed a balance in the VEA Youth Camp operating account in the amount of **\$51,041.32**. Lani Cadow M/M to accept the Treasurers report, it was seconded by Bill Mathieu. Having no discussion, the motion carried, voted on and **PASSED** to accept the treasurer’s report.

OLD BUSINESS:

Dave Kelly mentioned that the camp is still waiting on the key for the gate at the swinging bridge from the Hunt Club. Tuck has been in contact with a member of the Hunt Club, but we haven’t gotten a key. Tim Knotts asked why can’t the Hunt Club drop off a key at camp or mail us a key. John Cannon said this matter has been going on since last year and the camp hasn’t had a problem with accessing our property on the other side until about a year ago. The consensus is that Dave Kelly is to send a letter to the Hunt Club including a copy of the VEYC plot plans showing our property line and requesting a key to be mailed to us for the bridge gate.

Dave Kelly asked Lani to give an update on the VEYC By-Law Changes and submission for approval by the VEA Trustees. Lani mentioned that she was unaware that this task was assigned to her since all approved modifications to the VEYC By-Laws were before her term. Sandy Hanlon said she would work with Lani to update and submit the VEYC Bylaw changes to the VEA officers.

Tim Knotts asked for a status update on the VEYC Memorial Board. John Cannon answered by saying we have only received 11 commitments to date. Geoff Cox said he would setup a PayPal account for the VEYC to do fundraising efforts for selling the Memorial Board.

John Cannon inquired about why the VEYC hasn't received any proceeds from Queen of Hearts drawings that have gone off at the Local Lodges since August 2016. Tim Knotts said he will get an answer from the VEA Trustees, Horace and Tammy and report back to the VEYC at the Spring Convention.

Lani Cadow mentioned she will kick-off the VEYC VA Lottery Pick-3 50/50 pull tab fundraiser for the VEYC at the VEA Spring Convention. The nighttime drawing date will be August 5, 2017 giving all of us officers 8-weeks to sell the 300 tickets. Camp will receive \$3,000 in profit.

NEW BUSINESS:

Dave Kelly M/M to be reimbursed for 2 dozen VEYC hats, not to exceed \$100 and he'll have them to sell as a fundraiser at the VEA Spring Convention, seconded by John Cannon. Hearing no discussion, the motion carried, voted on and **PASSED**.

William Hussey will be installing the required exit lights and smoke detectors in the buildings this weekend. John Cannon mentioned per our insurance company the camp must have the emergency exit plans up and posted in the buildings prior to camp opening. Marty Caron and William Hussey will work on developing exit plan diagrams for placement in the buildings.

Lani Cadow M/M for the Youth Camp to swap out a 12-foot ladder for 10-foot ladder on William Hussey's van, seconded by Dave Kelly. Hearing no discussion, the motion carried, voted on and **PASSED**.

Lani Cadow M/M for the Loudoun Elks Lodge to investigate replacing the nature building roof from to shingles to metal roofing, seconded by Dave Kelly. Discussion followed: It was decided the VEYC would come up with standard color so the buildings would somewhat look the same. Hearing no further discussion, the motion carried, voted on and **PASSED**.

Lani Cadow M/M for Mike Journell to obtain costs for labor and shingles to replace roofing on the Barker house, seconded by Dave Kelly. Hearing no discussion, the motion carried, voted on and **PASSED**.

John Cannon mentioned that we must have a sign made and posted at entrance of drive that reads "All visitors must check-in at office." Sandy Hanlon said she would speak to someone from her lodge to see if they would donate the sign to the VEYC.

Dave Kelly mentioned counselors were seen using their cell phones in presence of the campers last season. Lani Cadow mentioned it clearly states on the VEYC packing list not to bring their cell phones and mentioned if this is not already written in the counselors/employee handbook then it is something that should be included and discussed during the counselor's orientation. John Cannon pointed out that this is clearly stated and written out on page 8 of the employee handbook

Dave Kelly would like to make another change starting with this year's camping season and that is to have the Camp Ranger and Camp Director have a brief touch-base meeting every morning while camp is in session to see if there are any issues or problems requiring the rangers' attention.

1. VEYC EMPLOYEE UPDATES:

Maintenance Director: It was mentioned that Ron Boswell hasn't been feeling well and has not been able to spend much time at camp this year. Lani asked if Ron would be able fulfill his duties or should we be looking for a replacement. It was recommended that William Hussey's name be put forth to the VEA Trustees for approval to replace Ron Boswell. Dave Kelly will submit his name to the VEA Trustees for consideration at the Spring Convention in June.

Camp Ranger: Mike Journell gave an update to the Board on the following items around camp: (1) replaced two water heaters, one in the laundry room and the other in the bath house; (2) the water well has been tested and we passed without any issues; (3) the permits expire at the end of May and he's called the health inspector who will be out at camp sometime the end of June to perform our annual health inspection. Dave Kelly will call the health department to get them out sooner; (4) One tree needs to be removed before damage is done to a cabin; (5) Exterminator will be at camp the week of June 12th; (6) Neighbors have been altered and notified of when camp sessions are being held this year.

Camp Director: Dave Kelly gave an update on behalf of Donald Tucker. The American Camp Association (ACA) accreditation forms have been completed and filed. The Summer Food Service Program (SFSP) forms are mostly computerized and have been submitted for this year's camping season. As Mike mentioned, the health inspection is the only item missing.

GOOD OF THE ORDER

Sandy Hanlon thanked John Cannon for sending out the reminder announcement to the VEA on the Amazon Smile Donation opportunity and to earmark the VEYC to receive proceeds.

Dave Kelly reminded everyone that the next scheduled VEA Youth Camp meeting will be held at the Spring Convention on Friday, June 9, 2017 at 4:00 PM.

Adjournment

Having no further business, the Board of Directors meeting officially adjourned at 11:34 am.

Respectfully Submitted,

Lani Cadow, PER

2nd Vice President, VEYC

Submitted by Lani Cadow

Send comments to
webmaster@virginiaelks.org