

Outdoor Ministries Committee of the Virlina District Board

August 6, 2022, at Camp Bethel, OMEC at 9:00, OMC at 10:30.

Updated 8/1/2022 2:23 PM



9:00am OMEC (circle if present):

Stephanie Naff (Chair), Sam Foster (Vice-Chair), Allison Mullins (Secretary), Terry Johnson (Finance Chair), Amanda Leddy (Program Chair), Charles Huffman (Property Chair), Barry LeNoir (ex-off Camp Director), Kathie Robinson (ex-off Treasurer).

I. Welcome & Prayer. – Stephanie Naff.

II. Review of Finances, Discussion of Salaries/Raises, and Proposed 2023 Budget.

"Resolved, that the Outdoor Ministries Executive Committee recommends to the Outdoor Ministries Committee of the Virlina District Board - Church of the Brethren, Inc. the adoption of the Camp Bethel 2023 Budget as presented."

III. Personnel discussion and funding options.

IV. Other OMEC business?

10:30am OMC (circle if present):

Stephanie Naff (Chair), Sam Foster (Vice-Chair), Allison Mullins (Secretary), Terry Johnson (Finance Chair), Amanda Leddy (Program Chair), Charles Huffman (Property Chair), Kimberly Brown, Randall Eakin, Laura Harrington, Junior King, Stephanie DeHart Robinson, Peggy Sink, Scott Yingling, Barry LeNoir (ex-off Camp Director), Kathie Robinson (ex-off Treasurer).

I. Welcome & Prayer. – Barry LeNoir & Stephanie Naff

II. Approval of the Agenda. – Stephanie Naff.

III. Minutes from the June 21 OMC meeting (on page 3-5 of this document). – Stephanie Naff.

IV. Reports and Information:

A. District Board (Executive) Report: Executive committee met on _____. – Stephanie Naff.

B. Finances – Sam Foster & Barry LeNoir.

1. Camp Bethel Income/Expense data through 06/30/2022.

2. 2022 marks the return of Camp Too Sweet (June 27-July 1 = \$21,400), WBHS Band Camp (July 24-30 = \$13,865), West Salem Baptist Church Camp (July 24-28 = \$4,898), Camp Kesem (July 30-August 4 = \$15,250), and Salem HS Band Camp (August 7-13 = \$28,800). Of these totals, we so far only have deposits of \$6,900, so approximately \$77,313 is still to come.

3. Financial Health: The outlook continues to predict another strong end to the year. There is an absolute need for an "Office & Guest Services Manager" and bringing Daniel's and Mickey's salary up to minimum \$36,000.

4. Since 2018, we built our reserves up to \$227,038.85. With the transfer of the reinstated "Ark Renovations – Mitchell Memorial" \$25,000 and the new "Ark Renovations – Cassell Memorial" \$49,330.58, our reserve still stands at \$152,708.37, which gives us good flexibility for 2023. Also see Old Business about funding from the Ellen Thomasson Memorial Trust.

5. From December 2021 through July 2022, we have received 41 gifts in memory of Buddy Crumpacker totaling \$5,999.63. We never know what amounts we might receive in memorial, and these gifts are deposited into "Undesignated Memorial Gifts." Sometimes, when the total of the gifts is significant, the family might wish to designate the gifts even though the money is already spent. On July 28, Linda Crumpacker emailed, *"I really appreciate that folks have been so generous. Someday I would like to talk about what you have in mind to spend the money for."* Mickey can decide best how to designate these funds for a maintenance need Linda would approve of.

6. 2,600 postcards for the September 3 "Camp Bethel PEP!" 5K were mailed July 26 and arrived in mailboxes July 28.

7. Heritage Day 2022: I will mail and email a survey to all potential and recurring stakeholders to see if they will have enough personnel and participation to make Heritage Day viable. We need a critical number of participants to make the festival be and "appear" worth attending.

C. Programming – Barry LeNoir.

1. 2022 Summer Camps: 8 weeks of programming ended August 5. We survived and we thrived and the Holy Spirit was alive and present! Our curriculum theme, "What's in a Name?" helped us recognize our encounters with the miraculous and the mundane, and the mundane *made* miraculous.

a. Camper Registration: 785 campers registered, which includes 54 for the return of Carilion Camp Too Sweet June 26-July 1. This 785 also includes 33 participants in our return to Parent-Child Overnight Camp, which was held June 3-4 and enjoyed by all. By comparison, we had 554 total campers in 2021.

- b. 106 campers received Good-as-Gold funding from Virginia congregations totaling \$35,426. We granted camperships to 41 campers totaling \$14,395. 97 families chose the “Sustainers Fee” for their camper, donating an additional \$4,850 to Camp Bethel. 2022 was 262 campers’ first time at Camp Bethel (33%).
 - c. COVID hits and misses: Our renewed health and safety protocols, including screening and testing, helped us prevent most (but not all) COVID cases from entering the weekly population. From Week 3 through Week 6, we routinely sent 2 to 4 staff home after testing positive. Contact tracing would then reveal 2 to 4 positive cases among the previous week’s campers, but frequently not from the same group or cabin. Most positive cases were asymptomatic, but a few staff did feel the effects of COVID during their home quarantine away from campus. Most families were understanding and helpful. A few parents were unforgiving and rude. Throughout, we maintained full transparency in our parent communications, and I coordinated with the VDH.
2. Summer Staff:
 - a. Summer Staff Counselors: We hired just enough counselors to maintain our supervision ratios for our camper Units. COVID spread us thin during Weeks 3-4-5-6, and everyone went above and beyond to help. 40 staff all together: 15 male counselors, 15 female counselors, plus 10 coordinators. Seven CITs (Counselor-In-Training) and several volunteers provided much help also.
 - b. Our Staff Adoption program expanded in 2022 to 11 congregations and 1 ministers’ group. Through Adoption and our Summer Offering project for Staff Scholarships, we were able to give each of our 40 summer staff (counselors and coordinators) a \$300 end-of-summer bonus for completing their contract! Our ability to declare this is an extremely valuable recruitment tool.
 3. Kathleen Nettin, Program Coordinator, reports: *“With the close of our 2022 Summer Programming, I feel honored to have served alongside an exceptional staff of youth and young adults. Caring for campers and ensuring a quality camp experience can feel like a daunting task. Truth is, it is a daunting task and a **huge** responsibility. Time and time again, our staff prevailed in their ministry to share AGAPE love with one another and the campers. Our staff faced various challenges and adversity over the course of eight weeks and showed resilience in their ability to provide quality camp programming regardless. At the end of each camper week, during check out, I had the pleasure of hearing campers share their adventures with their parents. A common question parents ask is, ‘How did you like your counselor?’ I was delighted to hear so many campers rave about the young people who cared for them during their week. This year, many of our staff were young and/or new to our program. I am encouraged to hear so many of them expressing their hope to return next summer. I am also encouraged by the number of campers who hollered through their car windows, ‘See you next year!’”*
- D. Site and Property – Barry LeNoir.
1. Water Bacteriological Monitoring: After 15 weeks of source water monitoring and testing, even after subsequent tests improved, we breached the 5(?) bad result threshold and will now be implementing a new (to be determined) testing protocol as mandated by the VDH which will likely cost over \$4,000. Details and instructions are pending receipt from the VDH Office of Drinking Water. I have also asked for absolute verification that we are required (classified) for this type of water monitoring since we are a non-profit church corporation.
 2. Bids for RV Village Construction: (\$246,845.77 in “Seed” escrow and \$40,376.62 in “Nolley” escrow). On July 5, KNA Contracting (Wirtz, VA; Kelly Alderman) quoted \$685,800. When asked for an itemized breakout, he responded, *“I don’t see much room to cut on this without drastically cutting scope. The grading and utility package was \$450,000, the electrical package was just over \$100,000, timbers at the sites for camper pads was about \$55,000 and surveying was just over \$10,000.”* Can any of this project be completed by our own staff or with volunteer help? **Reminder: Barry and Mickey will need committee help to manage this complex process.** See New Business.
 3. Two memorial escrows totaling \$74,330.58 are for repair of the Ark Dining Hall floor, with leftover going to potential Ark entranceway improvements (as discussed in the Master Site Plan and “Seed, Scattered and Sown” campaign goals). **Note: Barry and Mickey will need committee help with this complex process.** See New Business.
 4. 9-Hole Disc Golf Course: Baskets and hole signs are in! Next is parking, info kiosk, CampBethelVirginia.org/DiscGolf
 5. Despite vacuuming, flea bombing, deep cleaning, etc., we were unable to control the flea problem. Orkin (pest control) was hired on July 31 for flea treatment in Whippoorwill and the Graybill House (564 Bethel Road) at a cost of \$475 with a 30-day guarantee. We will let the buildings “sit” for a week, then assess for occupancy.
 6. Ongoing site and facility needs: Ark Pond/Dam repair (no word yet from Reed Construction in Floyd); Gym roof repair (leaks in corners); Bandage Box Cottage gutters and downspouts; Ark downspouts/drainage; Ark roof (aux kitchen); Ark floor & entrance; Crowder House (568 Bethel Road) repairs and needs in 2023.
- E. Personnel – Barry LeNoir.
1. *I commend our EXCELLENT staff: Daniel, Kathleen, and Mickey, our part-time staff Beth W (outdoor ed), Christian & George (maintenance), Melissa (cleaning), and our superb Summer Staff Team!*
 2. Spencer Knox departs in late August for AmeriCorps at Seneca Rocks in West Virginia. Thank you Spencer!
 3. Elizabeth Brancati will continue working hourly through the fall, helping with office management, guest services tasks, and general help. Phoebe Hart is considering a Resident Internship at Camp Bethel.

4. Staffing moving forward. See New Business.

V. Old OMC Business

- A. Through an email poll, the District Board approved raising the monthly credit card limit for Barry and Kathleen from \$5,000 to \$10,000 per month. And, it has happened!
- B. The Ellen Thomasson memorial trust: We received our first statement showing beginning value of \$138,378.63 plus income of \$1,344.96, minus expenses and disbursements of -\$32,024.27, for a final **June 30 value of \$107,699.12.**
- C. Credit Cards for Daniel & Kathleen arrived in mid-July.
- D. Connecting camp's bank account to Square: **No Update** due to lack of time.
- E. Barry has not yet revised the Master Site Plan document. For now, with the "SEED" money is to be used for the RV Village and its accompanying expanded septic field.
- F. Future staffing for efficiency: Office Manager/Guest Services Coordinator. See New Business.
- G. Revision of Virlina District Personnel Policies. **No Update.** This is still not finalized by the Virlina District Board.
- H. OMEC meetings with Kathleen (Program Coord) and Daniel (Food Svcs).
- I. Staff morale and retention. Can we offer salaries that include our insurance and salaries that exclude our insurance?
- J. *Other old business:*

VI. New OMC Business.

- A. 2023 Proposed Camp Bethel Budget – Sam Foster & Barry LeNoir:
"Resolved, that the Outdoor Ministries Committee recommends to the Virlina District Board - Church of the Brethren, Inc. the adoption of the Camp Bethel 2023 Budget as presented."
- B. Establishing a committee/team to manage the bids, contracting, and construction process for the RV Village and/or to modify the size and scope of current plans to fit budgetary constraints.
- C. Establishing a committee/team to manage the Ark Renovations.
- D. Planning ahead for use of the Ellen Thomasson Memorial Fund.
- E. Staffing moving forward, personnel discussion, and funding options.
- F. *Other new business:*

VII. Prayer and dismissal.

Outdoor Ministries Committee 2022 Meeting Dates:

November 11-12, 2022: Virlina District Conference, Grandin Court Baptist.

November 12, 2022, 12:00: OMC reorganization, Grandin Court Baptist.

Upcoming Events:

2022 Story Videos are FREE to watch at SoundsoftheMountains.org.
September 2-5, 2022: Labor Day Family Weekend, RSVP meals.
September 3, 2022 (Sat), Camp Bethel PEP! 5K.
September 28, 2022 (Wed), 28th Benefit Golf Tournament.
October 1, 2022 (Sat), 38th annual Heritage Day Festival.
November 5, 2022 (Sat), 7:30am Fall Vol Workday, RSVP free meals.
November 11-12, 2022, Virlina District Conf @Grandin Ct Baptist.
December 8, 2022 (Thu), Christmas TOGETHER Banquet.
January 7-8, 2023 (Sat-Sun), Winter Camp Youth & Kids' Retreat.
January 9, 2023: Summer Camp 2023 Registration OPENS.

February 11, 2023 (Sat), 12:00noon: Camp Supporter Lunch, RSVP.
March 9, 2023 (Thurs), 6:30pm: Sow the Seed Banquet, RSVP.
March 31-April 1, 2023: Sounds of the Mountains Festival.
April 15, 2023 (Sat), 7:30am: Spring Volunteer, RSVP free meals.
May 26-29, 2023: Memorial Day Family Weekend, RSVP meals.
May 29-June 9, 2023: Summer Staff Training.
June 2-3, 2023 (Sat): Parent-Child Overnight and Day Camp.
June 9, 2023 (Fri) 5:30pm: Summer Staff Commissioning Dinner.
June 11–July 28, 2023: Summer Camps & Family Adventures.

Minutes of the Outdoor Ministries Committee meeting, June 21, 2022

The OMC met on June 21, 2022, at Camp Bethel, Dinner at 5:30; meeting was at 6:00pm. The following members were present: Stephanie Naff (Chair), Allison Mullins (Secretary), Terry Johnson (Finance Chair), Amanda Leddy (Program Chair), Charles Huffman (Property Chair), Kimberly Brown, Randall Eakin, Laura Harrington, Junior King, Peggy Sink, Barry LeNoir (ex-off Camp Director), Kathie Robinson (ex-off Treasurer).

Welcome by Barry LeNoir & Stephanie Naff

Devotion was brought by Charles Huffman. "What's in a name?" - Luke 1:57-66. He then opened in prayer.

Approval of the Agenda by consensus.

Minutes from the April 2 OMC meeting were approved by consensus.

District Board Report by Stephanie Naff. They met on June 18, 2022 at Crab Orchard CoB in WV. She reports that the Survey that was sent to people in the district to fill out was completed for the District Executive search. They will compile these and move forward searching for a new Virlina District Executive. She also reported that Sam Foster has been appointed Financial Secretary.

Barry reported on Finances.

Camp Bethel Income through 4/30/2022 was \$194,908.03 Total Expense through 04/30/2022 was \$190,038.52. We ended April 2022 with a net positive of \$4,869. We expect to end May 2022 with a net positive of \$41,194, once two large PayPal transfers (May 11 & 31) are included into May's numbers. Our goal is another strong year so that there can be no argument against the absolute need for an "Office & Guest Services Manager" and bringing Daniel's and Mickey's salary up to minimum \$36,000. Since 2018, we have built our reserves up to (positive!) \$227,038.85!

Barry reported on Programming.

For 2022 Summer Camps we have 740 campers registered thus far. We had 554 total campers in 2021. With COVID still being a concern, we have updated our 2022 protocols based upon recommendations by the VDH for summer camps. Just enough Summer Staff Counselors were hired to maintain our supervision ratios for our camper Units. 15 male counselors, 15 female counselors, plus 10 coordinators. We restarted the CIT (Counselor-In-Training) program and 4 boys and 3 girls ages 15+ did their training June 14-17.

Daniel Naff found just enough kitchen staff for AM and PM shifts.

Mickey could still use another regular Summer Grounds Crew daily worker to help with mowing & trimming and other general tasks. \$12.50/hour, Mon-Fri.

Lauren Naff has coordinated the Staff Adoption 2022 for Prayer and Financial Support. We're excited that the Staff Adoption program has expanded in 2022 to 11 congregations and 1 ministers' group. About \$6000 is promised thus far with more expected through our 2022 Summer Offering.

We held our Staff Commissioning Dinner and Service on Friday, June 10, with 4 OMC members in attendance.

Sounds of the Mountains Fest April 8-9 had better-than-expected attendance, and everyone was very appreciative and helpful. SOTM Income as of May 31 = \$28,632.01.

Memorial Day Family Weekend May 27-30 was well attended. Every facility and campsite were occupied, plus dozens of families camping in the Cave Trail Field.

Barry reported on Property.

The new Bandage Box Cottage was dedicated on Sunday, May 29.

We have a flea problem in Whippoorwill Cottage. Meanwhile, NO ONE is living in Whippoorwill.

Water Bacteriological Monitoring indicates presence of Total Coliform and E. Coli. We are in week 12 of a 20-week source water monitoring and testing program in accordance with the Waterworks Regulations.

Bids for RV Village Construction:(\$246,845.77 in "Seed" escrow). We received quotes from Moore Excavating that do not include "turn-key" electrical work. Hubbard Excavating toured our site, but Shane Hubbard has not responded to my emails. Kathie Robinson is helping reach out to other potential construction companies for bids. I have sent Taylor Martin with KNA Contracting (Wirtz, VA) our plans and DWP file. There will need to be a committee to help Barry and Mickey with this process. We will need 3 bids.

Ark Pond/Dam repair (Mickey contacted Reed Construction from Floyd); Gym roof repair (leaks in corners); final Adventure Village platform hut is completed; Bandage Box Cottage gutters and downspouts; Ark downspouts/drainage; Ark roof (aux kitchen); Ark floor & entrance.

\$49,330.58 was donated for repair of the Ark Dining Hall floor, with leftover going to potential Ark entranceway improvements (as discussed in the Master Site Plan and "Seed, Scattered and Sown" campaign goals). \$25,000 Anonymous Memorial Escrow is

now replenished (from reserves for now) and is to be used for Ark renovations per that family's instructions. There will need to be a committee to help Barry and Mickey with this process.

Disc Golf Course: 9 baskets are in! Next is tee boxes, hole signs, parking area, info kiosk, CampBethelVirginia.org/DiscGolf

We have replaced beds & mattresses in the A-Frames and Daleville Cabin, with combined funds from the Byrd family and from the Bolton family. Carilion (Camp Too Sweet) bought us 14 new mattresses for Forest Lodge for \$2,204.

For the anonymous Memorial Escrow Barry and Stephanie report no updates.

Barry discussed Personnel.

He commended the EXCELLENT staff: Daniel, Kathleen, and Mickey, our part-time staff Beth W (outdoor ed), Christian & George (maintenance), Elizabeth (office), Melissa (cleaning), and our superb Summer Staff Team! Spencer Knox is applying for AmeriCorps, and he will depart camp in late August.

The memorial service for Buddy Crumpacker was held here on April 10 at 2:30pm in the Gym.

He also reports, he is drastically behind and always trying to catch up. It's unsustainable, and he is wearing down. There is a great need for a secretary or guest service personnel.

Old OMC Business

No update on the Ellen Thomasson memorial trust.

Barry reported on the credit cards for Daniel & Kathleen. As such, we continue to use old cards for Wes Shrader (Dan) and Jenna Mehalso (Kathleen). Since each of our monthly limits is \$5000, especially during June & July we have to be careful to spread out big expenses (like Whitewater Rafting adventures and big program supplies). We already maxed Wes' card (Dan), and are close to maxing Barry's and Jenna's (Kathleen). Update from Kathie stating that Daniel and Kathleen's cards should be at the district office.

No update connecting camp's bank account to Square. No changes will be made until after summer camps.

Barry has not yet revised the Master Site Plan document. For now, with the "SEED" money being distributed, we will begin with the RV Village and its accompanying expanded septic field.

Again, there is a great need for a secretary or guest service personnel for efficiency.

No update on the revision of Virlina District Personnel Policies This is still not finalized by the Virlina District Board.

OMC to continue considering other ways to improve camp staff morale and retention. Suggestion: Can we offer salaries that include our insurance and salaries that exclude our insurance? Camp Bethel receives enormous savings if the employee does not use our group insurance (ex: on their spouse's insurance plan, or purchasing insurance through the ACA). A \$4000 "without" still saves Camp Bethel lots of money. (See Expense data in salaries/benefits for comparisons.)

New OMC Business

There is a need for committees or teams to help Barry & Mickey with completion of (1) RV Village, and (2) Ark renovations/repairs.

We discussed the need to increase the credit card limit to \$10,000 for at least two staff persons. Camp's summertime expenses often exceed current limits. This has been an issue for at least the last 10 summers. "Resolved, that the Outdoor Ministries Committee recommends to the Virlina District Board - Church of the Brethren, Inc. that the credit card limit for the camp director and program coordinator be raised to \$10,000." Charles recommended it; Laura seconded. Approved by consensus. This will be forwarded to the District Board by Stephanie. (On June 28th, 2022 Stephanie reported via email that the Virlina District Board voted to increase both the camp director and the program director credit card limit to \$10,000.)

Other new business was brought up by Stephanie that the OMEC should visit with Kathleen and Daniel. Stephanie, Charles and Allison to meet with Kathleen. Terry, Amanda and Sam to meet with Daniel. These meetings need to happen before next OMC meeting on August 6th 9:00am at Camp Bethel.

Stephanie offered prayer and dismissal.

Partial List of Facility Needs by Building (Naomi, Junior, Stephanie)

Retreat Center

Fan in front bathroom

Ark

Loose board at bottom of ramp
Interior floor
Roof leaks in aux kitchen
LOTS MORE!

Heritage Lodge

Bugs in light fixtures
Need more storage space (under bunks?
Or just open box space)
Caps on beds (new beds top bunks)
Shelves in bathroom
Ceiling in men's side bathroom
Fan in women's side
Floor in front of fireplace
More hooks on side opposite sinks

Forest Lodge

Bugs in light fixtures
Fans in bathroom
More hooks and storage shelves in bed
area and in bathroom
Bugs in shower lights
Back exit door – gap when closed
Clean oven
Replace nails with hooks or shelves

Daleville Cabin

Outside windows need to be finished
Deck pressure wash and stain
Curling paint

Pleasant View Cabin

Two decks need replacing
 Top board
 Lower - some rotting
Need brighter lights
Hooks placement – not over beds
Mirror taped to wall
Paint door
Picnic table wash and stain
Friendship haven
Need more hooks and storage
Deck needs pressure wash and stain

Craft House

Windows ready to fall out

House of Pillars & StoneHOP Bunkroom

No hooks
Could put shelves in closet
Men's bathroom - fan not working
Ceiling on storage closet
Paint door
Crack in front window
Paint or replace windows and benches

Hillside Auditorium

Fans need new blades
Spray for wasps/bees nests
Check lights – 2 not working
Need leaves blown out

Wildwood Cottage

No hooks or shelves
No hooks in bathroom
Sink has tape on it
Light over microwave has burn marks on
area around it
Deck needs pressure washing and stain
Door could use paint

Bluebirds' Nest Cottage

Hooks and shelves

Carolina Haven Cottage

More hooks and shelves
Could use paint
Gutters need attention

Whippoorwill Cottage

Porch needs attention
Stove elements
No screen

Women's Bath House

Shelves
Water leak in shower #2

Willoro Cabin

Screens on windows
Deck – some rot
Need storage
Finish interior, drop ceiling?, ventilation

Whispering Pines Cabin

Door
No screen