



OMC (circle if present): ~~Sam Foster (Chair), Stephanie Naff (Vice-Chair), Allison Mullins (Secretary), Zach Tabor (Finance Chair), Amanda Leddy (Program Chair), Charles Huffman (Property Chair), Kathy Blackwell, Sharon Flora, Trish Haskins, Junior King, Sam Light, Naomi Powers, Ron Rucker, Barry LeNoir (ex-officio).~~ Staff Guests: Mickey Nichols, Wes Shrader, Jenna Stacy.

I. Welcome, personal sharing, and prayer.

II. Approval of the Agenda.

III. Minutes: August 24, 2018 and November 10, 2018. - Allison Mullins.

IV. Reports and Information:

A. Finance Sub-Committee – Barry LeNoir, Zach Tabor.

1. Camp Bethel Income/Expense data: 12/31/2018 as of 01/29/2019.
2. As of December 2018, we officially paid back all prior loans, including March 13, 2018 \$14,500 from Nolley, July 31, 2018 \$30,000 from Nolley, and July 31, 2018 \$30,000 from Seed-Scattered and Sown.
3. In 2019, we must study and implement ways to avoid common cash flow pitfalls. We should always seek ways to increase income and decrease expenses.

B. Program Sub-Committee – Jenna Stacy, Barry LeNoir, Amanda Leddy.

1. Sounds of the Mountains update – Allison Mullins, Jenna Stacy.
2. Summer Camps update – Jenna Stacy.

C. Property Sub-Committee – Mickey Nichols, Barry LeNoir, Charles Huffman.

1. RV Village update – Barry LeNoir.
2. Current projects and needs update – Mickey Nichols, Barry LeNoir.

V. Old OMC Business – Barry LeNoir.

- A. Virlina District van safety policies: Stewardship Commission and District Board approved “whatever our insurance carrier requires” to be our guiding van policy.
- B. Review and Update of the Camp Bethel Master Site Plan. (*Documents are available as PDF at www.virlinafuture.org*). Barry has not yet created a revised document.
- C. Personnel: Hiring of Wesley Shrader. Approved by OMEC, OMC and Virlina District Board.
- D. Delaying hiring of Guest Services Coordinator: Budgeting for May 1, 2019 at earliest.
- E. 2019 Budget was approved in September by Virlina District Board with alterations to salaries for Jenna, Mickey, and Wes. See Income/Expense data for updates.
- F. Credit card has been approved by District Board for Wes Shrader.
- G. Mickey has secured a set quote for materials and labor for A-frames metal roofing. Work to potentially begin/end by May 2019.
- H. *Other old business:*

VI. New OMC Business – Barry LeNoir.

- A. Review Camp Staff information included in Virlina District Personnel Policies. Consider implementing incremental annual increase in vacation days earned based on current figures, and consider other ways to benefit camp staff to improve morale and retention.

- B. Adopt-a-Facility Team: Naomi, Junior, Stephanie, Barry, Mickey: *Plan to meet with Mickey and tour facilities to update "Needs" list on this date: _____.* Meanwhile, Barry will send basic info about ongoing needs (mattresses, curtains, bunk ladders, etc).
- C. RV Village & Road Improvement Team: Sharon, Trish, Charles, Sam L. Once we put out RFPs (request for proposals), and once we get construction quotes, we will meet to consider options.
- D. Parking Needs is now an accessible Google Sheet, shared with OMC at _____.
- E. *Other new business:*

VII. Prayer and dismissal. Please join us for lunch with the Camp Supporters Luncheon and program.

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November 10, 2018, OMC Reorganization at Virlina District Conference

OUTDOOR MINISTRIES EXECUTIVE COMMITTEE:

Sam Foster, Chair; Stephanie Naff, Vice-Chair; Allison Mullins, Secretary; Zach Tabor, Finance Chair; Amanda Leddy, Program Chair; Charles Huffman, Property Chair; Barry LeNoir (ex-officio).

OFFICIAL SUB-COMMITTEES OF OMC:

Finance: Zach Tabor, Chair; Kathy Blackwell, Junior King, Sam Light
 Program: Amanda Leddy, Chair; Sharon Flora, Allison Mullins, Stephanie Naff
 Property: Charles Huffman, Chair; Naomi Powers, Trish Haskins, Ron Rucker

OTHER COMMITTEES AND ASSIGNMENTS OF OMC:

Adopt-a-Facility Team organizing and encouraging congregational adoption and improvements of all camp facilities: Naomi Powers, leader; Junior King, Stephanie Naff, (Barry LeNoir, Mickey Nichols).

RV Village & Road Improvement Committee: Sharon Flora, Trish Haskins, Charles Huffman, Sam Light, (Barry, Mickey).

From Program to Sounds of the Mountains Committee: Allison Mullins (Jenna Stacy).

From Property to be "Parking Czar" of guest parking for SOTM (April) and Heritage Day (October): Ron Rucker.

Camp Staff: Director, Barry LeNoir, CampBethelOffice@gmail.com, Barry@CampBethelVirginia.org
 Facilities Manager, Mickey Nichols, CampBethelFixIt@gmail.com
 Food Services Coordinator, Wesley Shrader, CampBethelArk@gmail.com
 Program Coordinator, Jenna Stacy, CampBethelOffice@gmail.com

August 24, 2018, OMEC Minutes

The OMEC met at 6:00pm Friday, August 24, 2018 at the DRC. In attendance was: Naomi Powers (Chair), Stephanie Naff (Vice-Chair), Allison Mullins (Secretary), Zach Tabor (Finance Chair), Charles Huffman (Property Chair)

Naomi Powers welcomed the group. Allison shared devotions and opened the meeting in prayer.

The agenda was approved by consensus.

New Business –

Proposed budget for 2019: (See Budget Worksheet Handout) Salaries: Barry – No raise. "2nd staffers", Mickey, Jenna and Wes raise pay up to \$30, 000. Raised prices for guest services (food & lodging) - Brethren

and non -Brethren. Raised basic price for camp next summer - \$330-\$340. Holding off hiring guest services until possibly May 2019.

"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 2019 Budget as amended." Motion by Zach and a second by Charles. Approved by consensus.

Zach, Naomi and Barry met with Wes on July 30th. He would like to continue with the job.

Credit Card for Wes: **"Resolved, that the Outdoor Ministries Executive Committee recommends to the Outdoor Ministries Committee of the Virlina District Board – Church of the Brethren, Inc. the issue of a Business Credit Card for Wes Shrader, Food Service Coordinator for \$5,000."** Charles made a motion and Zach seconded. Approved by consensus.

Meeting adjourned for OMC meeting.

August 24, 2018, OMC Minutes

The OMC met at 6:45pm Friday, August 24, 2018 at the DRC. In attendance was: Naomi Powers (Chair), Stephanie Naff (Vice-Chair), Allison Mullins (Secretary), Zach Tabor (Finance Chair), Charles Huffman (Property Chair), Bill Broyles, Sharon Flora, Sam Foster, Junior King, Sam Light, Alli Yingling, Barry Lenoir(ex-officio)

Naomi Powers welcomed the group. Allison shared devotions and opened the meeting in prayer.

The agenda was approved by consensus.

The minutes of the June 19, 2018 meeting were presented. Charles made a motion to approve them, Sam seconded. Minutes were approved by consensus.

Reports:

A. District Board will meet tomorrow to approve the 2019 district budget.

B. Seed Scattered & Sown is ongoing towards the set goals. No recent meetings to report. Camp to look into mailing out letters to persons in and out of district who may not be a part of the church to seek additional donations.

C. Subcommittees:

1. Finance – Camp Income/ Expense data as of 7/31/2018 presented. No pay back on loans to ourselves as of yet.
2. Program & Summer Camp – For 2018 there were 1,195 campers (865 on-site + 330- day campers)
3. Property –
 - a. RV Village given greenlight by ECI. Now will be requesting proposals from construction groups for the 15 RV sites.
 - b. Two cottages will need roofs, Bethel and Pineview. Reviewing quotes.

A. Camp Directors Report – Barry continues to be very optimistic about the business of the Camp. Guest Services is very busy looking ahead towards fall. Price increase in lodging, food and Summer Camp.

Old Business –

A. Virlina District Van Safety Policy - Stewardship Commission met 8/17 and there are revisions coming soon.

B. Master site plan - No revised document made as of yet.

C. Hiring of Wes Shrader – Zach, Naomi and Barry met with him on July 30th. Wes provided written documentation about the job thus far. He was very positive about the job and we feel very blessed to have him at Camp Bethel.

New Business-

- A. Barry discussed hiring of a Guest Services Coordinator and at this time we will hold off on this until May 2019.
- B. Credit Card for Wes: **"Resolved, that the Outdoor Ministries Committee recommends to the Virlina District Board– Church of the Brethren, Inc. to issue a Business Credit Card for Wes Shrader, Food Service Coordinator for \$5,000."** This was approved by consensus.
- C. 2019 Proposed Camp Bethel Budget: (See 2019 Budget Worksheet) **"Resolved, that the Outdoor Ministries Committee recommends to the Virlina District Board – Church of the Brethren, Inc. the adoption of the Camp Bethel 2019 as we have amended."** This was approved by consensus.

Prayer and dismissal by Naomi.

Respectfully submitted by: **Allison Mullins**, OMC Secretary

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Report of the Program Coordinator to OMC, February 2, 2019

Jenna Stacy

The second half of 2018 and the beginning of 2019 have been filled with summer camp, professional development conferences and planning, recruitment, and so much more; even a quick vacation to Greece!

The end of summer camp/beginning of fall is always a whirlwind of emotions. We are so exhausted that we are ready for a break but we are also so sad because we know that means the fun of summer is over and camp becomes very quiet again. We appreciate and welcome the quiet for about a month or two and then we are ready to fill the camp back up again! The fall also calls for us to buckle down and get ready for the retreat season and begin planning for the following summer. But first, I had a pit stop in Greece; you should ask me about Greece☺. Listed below are a variety of events attended and projects I have completed/been working on.

OMA Board: I serve as the secretary for the first ever Outdoor Ministries Board. We meet twice a year for three days; once in October and once in March. We met this past October at Camp Placid in Tennessee and our 2019 March meeting plans to be at Camp Emmanuel in Illinois.

Heritage Day: We had a team of summer staff alumni and volunteers stir/jar Apple Butter through the night. Our summer staff alumni also help with parking, fishing, and the Trading Post Booth. This is one of our favorite events together due to the joy and fellowship it brings. And the young staff are great at staying up all night... I am not!

Go Outside Festival: Camp Bethel had a very successful booth at GO Fest. We offered a letterboxing activity that the festival attendees seemed to enjoy. GO Fest is a great opportunity for Camp Bethel to be involved in the greater Roanoke community. We passed out *several* promotional materials.

Sounds of the Mountains: I am the Camp Bethel Representative on the Sounds of the Mountains committee. Our meetings picked up in October and we have had three meetings since. The committee and I have diligently been working to increase sponsors, schools, attendance, and food options for future festivals. We hope the 2019 Sounds of the Mountains will be the best one yet!

OMA Retreat: Camp Bethel hosted the OMA Retreat in November of 2018. Barry was able to schedule the Crisis Management Workshop on the Monday of the OMA Retreat to offer us all a content packed retreat.

Virginia Camp and Retreat Leaders Gathering: This conference happens in late November/early December of every year. This conference is a wonderful opportunity to grow with other camping professionals.

Winter Camp: 82 campers! WOOHOO! We increased by 23 campers this year and we hope this growth is reflected in our 2019 summer camp numbers. 23 summer staff alumni came back to volunteer and give the campers a spiritual, exciting, fun filled, compact Winter Camp. Campers enjoyed a variety of activities including Bible Study, crafts, Christmas Cookies, wagon rides, campfire, s'mores, glow party, worship, and so much more. Prior to Winter Camp we held a Summer Staff Reunion (a potluck in the Ark). It is a joy to bring

the staff together to celebrate the bond of working at Camp Bethel. After Winter Camp we held a Brainstorming Party with summer staff alumni to discuss how Camp Bethel can make improvements for the following summer. This was our second year holding a brainstorming and the staff come prepared with quality ideas to improve the camp and address needs. It has really helped give them ownership in the program we can provide for campers and staff alike.

New Years at Noon Family Expo: Camp Bethel was a sponsor and had a booth at this kid friendly bouncy ball drop for the new year. It was a great opportunity to start passing out our 2019 summer camp schedule!

Virginia Adventure Education Conference (VAAEC): Camp Bethel will be hosting the VAAEC February 22. The conference is in its 5th year and rotates around the state to change camp venues. Conference attendees are primarily college students seeking a profession in the outdoors and outdoor professionals. Since July of 2018 I have served as the chair of the committee. Currently we have 98 attendees registered with 18 vendors.

ACA Virginia's Winter Conference: Barry, myself, Sara, and three summer staff were able to attend this conference in Williamsburg. This conference is a great opportunity for networking and learning.

Summer Staff Recruitment: As of today I have hired 15 counselors and 3 coordinator staff. I currently have three CIT applications, four Junior Counselor applications, and five new staff applications. I have already been to Bluefield College to recruit staff and received one application from that recruitment opportunity. I have multiple recruitment opportunities coming up at Radford University, VCU, Sweet Briar, Roanoke College, and others that have yet to be scheduled. I feel very confident in where we are with summer staff hiring.

We are up to 150 summer campers! And the count is growing fast! I always have camper recruitment on my mind!

I feel like we are always busy at Camp Bethel and there are many things that we do that I cannot list above. But I am thankful to work in such a beautiful place with a mission I believe in. Thanks for making it possible and serving with us!

Respectfully submitted,

Jenna Stacy, Camp Bethel Program Coordinator, 02.02.2019

Report of the Food Service Coordinator to OMC, February 2, 2019 Wesley Shrader

August 2018:

- Completed three additional weeks of food service for local high school band camps and Camp Kesem while training a new kitchen staff each week
- Prepped, planned and executed a menu for my first Golf Tournament (buffet style)
- Help organize the race and food for the Camp Bethel PEP! 5K
- A few small guest groups with food service that I menu planned, and executed without other staffing
- Continuing to clean and organize the kitchen

September 2018:

- Menu planned, prepped and staffed for:
Labor Day meals (6 meals). Average 40 people each meal
Virginia Family Camp meals (7 meals, all VEGAN). Average 45 people each meal
House of David (2 meals). Average of 30 people each meal each meal
Roanoke/Alleghany Health Department (2 meals). 120 people
Newman Community at VT (3 meals). 175 people
- Revamped Welcome baskets in all cottages
- Continuing to clean and organize the kitchen

October 2018:

- Menu planned, prepped and staffed for:

YOC FCCLA Team Building Day (1 meal). 45 people
Christian Awakening Retreat (6 meals). 26 people
Flute Fall In (8 meals, HEAVY DIEATARY RESTRICTIONS). 22 people

- Heritage Day: washing of the jars, assisting with stirring, canning, and selling apple butter during the festival
- Continuing to clean and organize the kitchen

November 2018:

- Menu planned, prepped and completed:
Fall Work Day (2 meals). 60 people
Brethren Academy for Ministerial Leadership Luncheon. 7 people
Virlina District Conference Kid's Day Retreat Luncheon. 20 people
Virlina District Conference Youth Overnight Luncheon. 40 people
OMA 2018 Retreat (10 meals). 55 people
Crisis Management Workshop & Luncheon. 80 people
- Continuing to clean and organize the kitchen

December 2018:

- Menu planned, prepped and completed:
Christmas Together Banquet Dinner. 40 people
Lynchburg Ultra Runners Hellgate Dinner. 120 people
Oak Grove Fellowship Christmas Banquet Dinner. 24 people
Summer staff & CIT Reunion. 40 people
Winter Camp (4 meals). 115 people & 370 SUGAR COOKIES

January 2019:

- Menu planned, prepped and completed:
Virlina District Board & OMC Retreat Luncheon for 60 people
- Assisted with office work for SOTM, answering emails, and tackling summer camp registrations
- Editing and opening the kitchen staff application for the summer
- Currently planning for February foodservices and revamping summer camp menu

Respectfully submitted,

Wesley Shrader, Camp Bethel Food Services Coordinator, 02.02.2019

Report of the Facilities Manager to OMC, February 2, 2019

Mickey Nichols

There were no large projects for the summer of 2018 mainly small repairs to cabins. Most of our summer was spent trying to keep up with the grass and weeds, however we did manage to put a new bathroom floor in Barry's house. This winter we have new project with the Bandage Box seeing the floor was getting in bad shape we moved Ruth to Hearthstone to make the necessary repairs. In discussing the future use of Bandage Box with Barry and Jenna we decided to turn it into a summer camp and rental cabin. All of the interior walls ceiling floor and floor joist have been removed new joist have been installed and sub flooring is going in . A new addition will be added for a kitchen and bath, if all goes as planned we should have this project completed by the end of May.

Respectfully submitted,

Mickey Nichols, Camp Bethel Facilities Manager, 02.02.2019