

Outdoor Ministries Committee of the Virginia District Board

6:00pm Tuesday, June 25, 2019 updated 8/19/2019 4:31 PM



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-off).

I. Welcome, personal sharing, and prayer. – Barry LeNoir. Introductions of each member.

II. Approval of the Agenda. – Sam Foster.

III. Minutes from the April 6, 2019 OMC meeting. – Allison Mullins.

IV. Reports and Information:

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

1. Camp Bethel Income/Expense data: 05/31/2019. *See attached packet.*
2. Golf Tournament Wednesday, August 21, 2019, Ashley Plantation. www.CampBethelVirginia.org/golf.
3. "Camp Bethel PEP!" 5K is Saturday, August 24, 2019. www.CampBethelVirginia.org/5K.
4. Guest Reservations: \$8,618.00 invoices due by July 12, and \$15,298.50 deposits due (dates vary).
5. Sending GAG Invoices (what we know) as June Invoices (early July) and July Invoices (early August). What we have data for thus far is 114 campers and \$29,485.50 due.
6. LBHS Band Camp cancelled on May 9 (\$19,600 in 2018). Would have been July 21-26. HOWEVER, we are close to making up the lost income with new groups and unexpected income (Desmond T Doss \$6240, Goss Wedding \$2800, VAAEC \$6540, Butler U Alt Spring Break \$2976, Green Street Baptist Kids Camp \$11500, Newman Community October Retreat \$3700, Wiegandt Gift \$2500, etc.).

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

1. Sounds of the Mountains (Allison Mullins): Record high 599 tickets sold (350 presale, 249 at the door). Record high income of \$47,246.96 and (*tentative*) record high NET of \$34,182.84. (*Previous high net was 2016, \$29,823.34.*)
2. Summer Camps update – Barry LeNoir.

	June 24, 2019	June 24, 2018	+/-
On Site Campers	821	816	+5
Traveling Day Campers	124	234	-110
TOTAL:	945	1050	-115

3. *A metaphor and an explanation: "Shooting bottle rockets at cabbages."*
4. The Program Sub-Committee is encouraged to schedule a meeting with Jenna as soon as possible.

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

1. RV Village – Barry LeNoir. Just got word today from Scott Caldwell from Engineering Concepts Inc.
2. Current projects and needs update – Mickey Nichols, Barry LeNoir.
 - a. Mickey and his team hope to complete the renovations of the Bandage Box ASAP.
 - b. Metal roofing for A-frames is complete. Total cost \$16,200 paid from Alton/Mildred Hipps Memorial Escrow and by Oak Grove Church of the Brethren Fellowship Class.
3. The Property Sub-Committee is encouraged to schedule a meeting with Mickey as soon as possible.

D. Other Reports and Information – Barry LeNoir.

1. Ruth Hess passed away on May 19, (see enclosed page).
2. Barry & Angie LeNoir away for 4 nights June 17-20 for our 20th Anniversary.
3. *I commend our EXCELLENT staff: Jenna, Mickey, Wes, our excellent Kitchen Crew and Grounds Crew, and our excellent Summer Staff of Counselors, Coordinators, and Volunteers!*
4. *Other info...*

V. Old OMC Business – Barry LeNoir.

- A. 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 Master Site Plan document.
- B. Delay hiring Guest Services Coordinator: Barry wants to wait until after August 31 to gauge finances.
- C. Wes Shrader received his business credit card.
- D. OMC recommendation to restructure Vacation Leave (see April 6 minutes). Virlina District Board sent recommendation back to the Virlina District Board Executive Committee for study of entire Virlina District Personnel Policies.
- E. OMC to consider other ways to benefit camp staff to improve morale and retention.
- F. *Other old business:*

VI. New OMC Business.

VII. Next OMC meetings:

- August 23 (Fri) 6:00pm OMEC and 7:00pm OMC at the DRC (2020 budget meeting).
- November 8-9 is Virlina District Conference at Grandin Court Baptist Church.
- *Please see the Upcoming Events for other opportunities to support Camp Bethel.*

VIII. Prayer and dismissal.

UPCOMING EVENTS:

- August 21, 2019 (Wed): 25th Benefit Golf Tournament & Banquet.
- August 24, 2019 (Sat): Camp Bethel PEP! 5K Run/Walk.
- August 30-Sept 2, 2019: Labor Day Family Weekend, RSVP meals.
- October 5, 2019 (Sat): 35th annual Heritage Day Festival.
- October 18-20, 2019: Camp Bethel at Roanoke GO Outside Festival.
- November 2, 2019 (Sat), 7:30am: Fall Volunteer Workday, RSVP meals.
- November 4, 2019 (Mon): Crisis Management Workshop at Camp Bethel.
- November 8-9, 2019: Virlina District Conference.
- December 5, 2019 (Thu): Christmas TOGETHER Banquet.
- December 29, 2019 (Sun): Summer Staff Reunion & Potluck Dinner.
- December 30-31, 2019: Winter Camp Youth & Kids' Retreat.
- January 4, 2020 (Sat): Virlina District Board/OMC day at Camp Bethel.
- January 6, 2020: Summer Camp Registration OPENS.
- February 1, 2020 (Sat), 12:00noon: Camp Supporter Lunch, RSVP.
- March 5, 2020 (Thurs), 6:30pm: Sow the Seed Banquet, RSVP.
- March 28, 2020 (Sat) 7:30am Spring Volunteer Workday, RSVP free meals.
- April 3-4, 2020: Sounds of the Mountains Storytelling Festival.

Minutes from the April 6, 2019 meeting of the Outdoor Ministries Committee of the Virgina District Board

The Outdoor Ministries Committee of the Virgina District Board met at 11:30am, Saturday, April 6, 2019 at Camp Bethel with the following members 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, Naomi Powers, Ron Rucker, Barry LeNoir (ex-off). *Sam Light, absent.*

- I. Welcome, personal sharing, and prayer by Barry LeNoir.
- II. Approval of the Agenda by consensus.
- III. Minutes from the February 2, 2019 OMC meeting approved by consensus.

IV. Reports and Information:

- E. Finance Sub-Committee – Barry LeNoir, Zach Tabor.
 7. Camp Bethel Income/Expense data was presented for 12/31/2018 and as of 03/31/2019.
 8. 25th annual Camp Bethel Benefit Golf Tournament will be Wednesday, August 21, 2019 at Ashley Plantation Golf Club. Info and registration at www.CampBethelVirginia.org/golf.
 9. 2019 "Camp Bethel PEP!" 5K committee has met twice. Postcards were mailed in February, and second mailing will be in May or June. Sponsorships are coming in. Hoping for 150 participants. Event is Saturday, August 24, 2019.
 10. Guest Reservations are strong for 2019. *"Event Report" was presented for April 6.*
 11. In 2019, ideas to avoid common cash flow pitfalls include:
 - a. Monthly (June & July) GAG Invoices plus early notification for prompt payments.
 - b. Larger and earlier deposits from Band Camps and Camp Kesem.
 - c. Proactively contacting former Guest Groups to encourage Event Reservations.
 - d. Stronger, more specific, and more frequent donation language at summer Friday picnics and at our three Traveling Day Camps.
 12. The Finance Sub-Committee is encouraged to attend meetings of the Commission on Stewardship, and their next meeting is Friday, April 26, 7:00pm at the District Resource Center.
- F. Program Sub-Committee – Barry LeNoir, Amanda Leddy.
 5. Sounds of the Mountains (April 12-13) update – Allison Mullins:
 - a. SOTM 2019 Committee has been meeting regularly (including conference calls). 2019 Sponsorships are strong, and ticket pre-sales are 286 compared to 152 in 2018, (mathematically could mean over 700 in attendance in 2019). Fewer school groups in 2019 due to conflicts with spring breaks and SOL Testing.
 - b. SOTM Parking Schedule chart handed out. Please help Ron Rucker finalize this chart by recruiting and using the on-line link to update the chart.
 - c. Allison requesting volunteers to help to fill vacant slots for ticket sales. (Thank you Naomi & Sharon)
 6. Summer Camps update – Barry LeNoir.
 - a. As of April 5, 2019, we have 252 campers registered (244 on site + 8 TDC), 38 more than April 5, 2018 (190 on site + 24 TDC), an 18% increase. So far, 90% online and 10% by paper/mail.
 - b. Schedule postcards were mailed in late December and again in early February, and 2019 Summer Camp Booklets were mailed on April 2 to all age-eligible former campers.
 - c. Summer Staff: We seek 6 female Senior Counselors, 8 male Senior Counselors, 1 Asst. Program Coordinator, 1 Health Coordinator, 1 High Ropes Coordinator, 2 Trips Coordinators, several Summer Kitchen Staff, and 1 Summer Grounds Crew Staff.
 7. The Program Sub-Committee is encouraged to schedule a meeting with Jenna as soon as possible.
- G. Property Sub-Committee – Barry LeNoir, Charles Huffman.

4. RV Village – Barry LeNoir. Engineering Concepts Inc, (ECI) has received and answered questions from Botetourt County about electrical and sewer, and recently received comments from Planning and Zoning with return next week (April 9-11). Scott Caldwell at ECI is our project point person.
 5. Current projects and needs update – Mickey Nichols, Barry LeNoir.
 - c. Mickey and his team are still completing the renovations of the Bandage Box, with May 20 as a projected completion date.
 - d. Metal roofing for both A-frames: 50% deposit was paid (\$8100) on March 20, and construction will begin any day now. Reminder that 2017 donations totaling \$15,671 in memory of Alton and Mildred Hipps were designated for this purpose. Total quote is \$16,200, (difference of \$529.)
 6. The Property Sub-Committee is encouraged to schedule a meeting with Mickey as soon as possible.
- H. Other Reports and Information – Barry LeNoir.
5. On April 2, Barry and Jenna met with Kathy Blackwell of the “Good News Team” of the Nurture Commission to discuss ideas (1) to increase congregational involvement and connection to the Summer Camp programs, (2) to connect summer camp families to potential congregations, and (3) to improve fundraising efforts.
 6. On May 5th, Amanda Leddy will be traveling to Eden Church of the Brethren to speak about Camp Bethel.
- V. Old OMC Business – Barry LeNoir.
- G. 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 Master Site Plan document.
 - H. Delaying hiring of Guest Services Coordinator: Budgeting for May 1, 2019 at earliest. (OMEC recommends putting off until after Summer.)
 - I. Credit card for Wes Shrader was approved by District Board in September 2018. Barry submitted a formal letter to David Shumate on February 28, 2019. This is still on David’s “to-do” list.
 - J. Parking Needs is now an accessible Google Sheet. See enclosed print out with link.
 - K. *Other old business:*
- VI. New OMC Business.
- A. OMEC to review Camp Staff information included in Virlina District Personnel Policies.
 1. Consider implementing incremental annual increase in vacation days earned based on current figures.
 2. Consider other ways to benefit camp staff to improve morale and retention.

The Outdoor Ministries Committee met on April 6, 2019 at Camp Bethel and voted unanimously in favor of the following resolution:

Whereas, Camp Bethel full-time exempt employees with managerial responsibilities include the Camp Director, Program Coordinator, Facilities Manager, Food Services Coordinator, and [when feasible] Guest Services Coordinator, and these employees shall have an average work week of 45 hours except as otherwise modified in position descriptions approved by the District Board Executive Committee, and

Whereas, the Outdoor Ministries Committee recognizes that the camp is open and active January through December and that this work includes intense seasonal work weeks from April through October that consistently exceed 45-hour work weeks, and

Whereas, the Outdoor Ministries Committee seeks ways to support current and future full-time staff at Camp Bethel in ways that do not increase expenses including: recruiting the most qualified persons to serve in these staff roles, boosting morale, and encouraging long-term retention of current and future staff,

Resolved, the Outdoor Ministries Committee does hereby recommend to the Virlina District Board – Church of the Brethren, Inc. the following amendment of the Personnel Policies of the Virlina District Board - Church of the Brethren, Inc., Section VI, letter D, number 1. “Vacation”:

1. Vacation. Vacation with pay will be stated in the record of agreement. Non-probationary regular full-time employees, except those whose written agreements indicate otherwise, are entitled to vacation time according to the following schedules:

"Vacation for Camp Bethel Staff:

After completion of the 90-day probationary period = 6 days vacation.

After 1 year = 12 days vacation.

After 3 years = 15 days vacation.

After 5 years = 18 days vacation.

After 7 years = 21 days vacation.

After 10 years = 24 days vacation.

After 12 years = 27 days vacation.

After 15 years = 30 days vacation."

Voting YES on April 6: Sam Foster (Chair), Stephanie Naff (Vice-Chair), Allison Mullins (Secretary), Zach Tabor (Finance Chair), Amanda Leddy (Program Chair), Charles Huffman (Property Chair), Sharon Flora, Trish Haskins, Junior King, Naomi Powers, Ron Rucker. Also present with no vote: Barry LeNoir (ex-off). Abstaining: Kathy Blackwell. Not present: Sam Light. This will be presented for consideration to the District Executive Board on April 29th.

- B. RV Village & Road Improvement Team: Sharon, Trish, Charles, Sam L. Still waiting for final word from ECI and Botetourt county. Once received, ECI will help us send out RFPs (request for proposals), and once we get construction quotes, we will meet to consider options.
- C. Adopt-a-Facility Team met this morning before OMC meeting.

VII. Next OMC meetings:

- June 25 (Tue) 5:30 dinner with campers & meeting after dinner.
- August 23 (Fri) 6:00pm OMEC and 7:00pm OMC at the DRC (2020 budget meeting).
- November 8-9 is Virlina District Conference at Grandin Court Baptist Church.
- *Please see the Upcoming Events for other opportunities to support Camp Bethel.*

VIII. Prayer and dismissal for 1:00 lunch with the Workday Volunteers by Zach.

Respectfully submitted by: Allison Mullins