

**Tall Oaks Commission Meeting
February 28, 2018**

Present: Annette Hollingsworth, Martha Pierce, Kristin Dow, Jeff Hon and Suzi Goldt

We approved the minutes from the January 17.

Financials: We're still trying to sort out the financials. We might even have to go back two years to sort this out. The primary issue is Camp and Conference fees and collections. We suggested that Camp and Conference needs to establish a policy of not accepting campers who show up for Midwinter if they haven't paid. (This is because a CYF Midwinter payment from a camper was received this week.) We suggested that billings should be sent after EACH CAMP.

Kristin will call a meeting with Kassie, Lara, Bill, Travis, Mark, Suzi and Martha to discuss how Camp and Conference works with Tall Oaks.

Motion regarding audit: Jeff Hon moved, Annette Hollingsworth seconded that we request of the Region Board that an unqualified audit of transactions for the past two years be made of the Region and Tall Oaks finances. Motion carried.

Linda Carlson told Annette that there were two camp scholarship transfers that bill signed. \$3,625 check had been signed by Bill and Jessica, yet should have been signed by Kristin. Martha should get a copy of both scholarship transfers to be filed.

Signatures for expenses – We discussed best practices but did not come to a conclusion.

Questions from Greg Lam –

What name do we want to be known by?

Tall Oaks Camp and Conference Center, Inc.

Statement of Purpose?

To serve as a ministry of the Christian Church (Disciples of Christ) of Greater Kansas City by providing a safe haven where spiritual renewal, faith development, leadership formation, education and fellowship are fostered in a setting that welcomes all people and celebrates God's creation while, at the same time, reflecting the ecumenical spirit of the Christian Church (Disciples of Christ) by providing facilities for outside groups to host meetings, camps, 2 and conferences that promote the peace and healing of the outdoors and provide outdoor education through a subtle, harmonious encounter with the natural environment in a retreat setting.

Members of the Corporation?

A committee appointed by the Church to serve as both the members and directors of the new corporation.

Kristin will e-mail the answers to Greg.

Staffing Updates

Martha reports that things are going well. We're ½ way through hiring summer staff and she's feeling confident that all positions will be filled. Martha has requested a list of vendors, ids and passwords from Barb and Rose. Barb is fully recovered from her accident.

Permanent Director Update

The Regional Board approved a 4-year contract. Suzi will contact Dave Arnold to ask him to write the contract.

Summer Camp Registration Update

Director's training went well.

Martha is able to use Constant Contact and will help with communication. Coupon Codes cannot be installed until the church tells us what the percentage that church is responsible for.

We're still trying to sort out how to account for monies received. CampDocs doesn't tell us which camp the camper is attending.

Suzi will contact Heather about Camp and Conference collections and expenses. When Tall Oaks receives monies they will scan and send to Bill. Jessica is entering monies received on a spreadsheet and giving the checks to Gwen that get electronically deposited to the Fifth Third Bank in Indianapolis.

MDA update

Lanette and Martha met with local parents. A Labor Day weekend event is being planned. We have recouped approximately \$20,000 of what we've lost from their lost week. We need to enforce the protocol for receiving group's deposits, and Lanette is re-educating and enforcing this process.

Financial Oversight Position

Suzi Goldt has offered and the Commission accepts the offer of oversight of the 2018 Camp income and proper accounting.

Recognition of Linda Carlson

Each of us will e-mail a note to Kristin and she will gather it for acknowledgement of all of Linda's work. We will comp her attendance at a scrapbooking weekend at Tall Oaks. Martha will provide a certificate.

Announcements

The Spring Equinox Open House is being held on March 20 from 5-8 pm.

There is also a Fall Equinox and Winter Solstice event as well as a fall Grandparent's event.

There is work being done in AP basement. Bill will send out an e-mail looking for volunteers for some of this work. There is also a need for sprucing up the garden beds.

Our next meeting is March 21 at 10 am at Merriam Christian Church.

Respectfully submitted,

Suzi Goldt