

Minutes of the Council Executive Committee**April 20th, 2021**

The meeting was opened at 5:06 PM on Zoom by Kathy Winger, Council President. A quorum was present.

Present: Robert Bernheim, Roger Dahlgren, Jeff Hotchkiss, Jonathan Lang, Steve Odenkirk, Don Riegger, Brett Rustand, and Kathy Winger.

Staff: Tracey Smalling, Dan Rowland

Summary of Action:

- 1. Executive Board minutes** for March 16th, 2021 were reviewed. Lang moved, Riegger seconded, **approved.**
- 2. March Treasurer's report and financials** were presented by Council Treasurer Riegger. Significant weakness in support and revenue in March resulted in a monthly deficit of almost \$30,000 and turned the February year-to-date surplus into an \$18,000 deficit on total year-to-date revenue of \$133,500. Total support was only \$30,000 led by Friends of Scouting (FOS) at \$7,700. This was \$15,000 behind budget but also reflected an adjustment to a donor's event commitment. Positive signs include increased scouting activity and healthy camp and canoe income of over \$4,300. March expenses, at about \$60,000, remain below budget by about \$15,500. Higher than expected utility and occupancy costs at camps remain a concern. Year-to-date expenses of \$151,600 are about \$50,000 under budget. The balance sheet and enterprise value (\$3,686,311) remain in good shape with a healthy cash balance due to receipt of PPP2 funds of \$120,000 while endowment assets reflect strong market value, nearly \$770,000 higher than the 2020 market collapse low. The audit is still in process as additional positive adjustments are valued. Final determination was made for an Employee Tax Retention Credit Refund claim of about \$43,000 but values of donated services and camp improvements are still pending. The Finance Committee began evaluating council resources vis-a-vis post-bankruptcy settlement. They have made a recommendation to reduce leverage by paying off the EIDL loan of \$150,000 and consider settling the interfund line of credit of \$83,000. Additional liquidity will be available to fund expected bankruptcy settlements. The funding call could come as early as May. Lang moved, Rustand seconded, **approved.**

3. Resolution Approvals:

- a. Council Recharter approval (see attached). Dahlgran moved, Bernheim seconded, **approved**.
- b. New Check signer's resolution (see attached). Dahlgran moved, Bernheim seconded, **approved**.
- c. Acceptance of Board of Director's member resignation (see attached) Dahlgran moved, Bernheim seconded, **approved**.

4. Discussion items:

- a. **National Bankruptcy update** – VP of Administration Robert Bernheim reported on the latest developments. Talk of potential settlement by mid-May. With our exposure we need to be part of a global settlement. If settled it will have an impact and a cost to the Council.
- b. **Beginning to plan for post-bankruptcy/Covid reduced operation** – Treasurer Riegger and SE Hotchkiss began a discussion on this with both the Investment & Finance committees. Unrestricted investment funds have been liquidated to raise cash for a potential settlement. Also trying to understand how liquid our operation should be for the settlement and for operations post-bankruptcy & Covid. Suggested having an informal discussion on Scout office sale potential and to have plans for post-bankruptcy fundraising campaign.

5. Reports & Updates

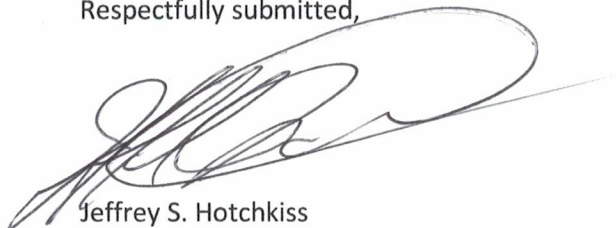
- a. **Advisory Resource Board** – an organization meeting is set for 4/22 at the Mountain Oyster Club.
- b. **Camp Lawton Service day** – over 130 are signed up for the 4/24 workday atop Mt Lemmon.

6. SE Minute: SE Hotchkiss noting Volunteer Appreciation week thanked all for their service.

7. Closing: The meeting was closed at 6:28PM

Respectfully submitted,

Approved,



Jeffrey S. Hotchkiss
Scout Executive



Kathy Winger
Council President

Next Board of Directors meeting is set for May 18th, 2021 at TBA

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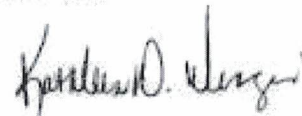
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Jeffrey S. Hotchkiss
Scout Executive

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Kathy Winger
Council President

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RESOLUTION

CHECK SIGNING

April 20th, 2020

Authorized Signatories for Checking Account, Savings Account, Safe Deposit Box, Wire Transfer

The following individuals are authorized to sign checks on behalf of the council:

Executive Board Volunteers

1. Kathy Winger, Council President
2. Jonathan Lang, Council Commissioner
3. Don Riegger, Treasurer

Staff

4. Jeff Hotchkiss, Scout Executive/CEO
5. Tracey Smalling, Development & Marketing Specialist

Subject to these conditions:

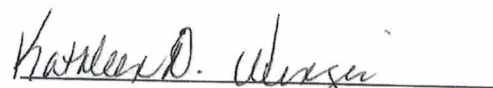
- Checks in amounts greater than \$1,000 shall require two signatures; one of whom must be an authorized executive board member signer.
- Checks presented for signature must be accompanied by a pre-check writing authorization signed by the Scout Executive or his designee and relevant documentation including purchase orders or payment authorization and invoices.
- No signer can be the sole signature for a check made payable to them or a business that they or their relatives are affiliated with.

The undersigned certified that this resolution was duly adopted by the council executive board:



Scout Executive/CEO
4/16/21

Date



Council President
4/20/21

Date



APPLICATION FOR RENEWAL OF LOCAL COUNCIL CHARTER

For the year beginning July 1, 2021

Scan signed form and email to
LCCR@scouting.org by May 1, 2021

The Boy Scouts of America charters local councils in order to accomplish its purposes and carry out its programs. The charters are issued for a period of one year and may be renewed annually upon application by local councils. The renewal of the charter is based on annual reports that show satisfactory efforts to meet the responsibilities of a local council in the Boy Scouts of America. The Boy Scouts of America may revoke or decline to renew council charters for failure to comply with the Bylaws, Rules and Regulations, or policies of the Boy Scouts of America, or in any instance where it deems such action advisable in the interests of Scouting.

The Catalina Council, Boy Scouts of America, hereby applies for renewal of its charter for the year beginning July 1, 2021.

This application has been reviewed and approved by the executive committee or executive board at a duly called meeting on April 20th, 2021 at which meeting a quorum was present, and the council specifically accepted its obligation to cooperate with the Boy Scouts of America and its representatives in promoting the program of the Boy Scouts of America in accordance with the provisions of the Charter, Bylaws, resolutions, policies, and Rules and Regulations of the Boy Scouts of America.

This council agrees with and accepts credit terms of the National Service Center and agrees to the payment of "late payment charges" commensurate with the laws of the state of Texas, from which invoices are issued.

Data submitted, to the best of our knowledge, represents an accurate and complete report of requested information. Finance reports have been prepared in conformity with accounting standards set forth in the *Local Council Accounting Manual*. This council agrees to submit its financial audit report for fiscal year ending December 31, 2020, a copy of the 990 form, management letter and response to: audits990@scouting.org by July 31, 2021.

Insurance & Risk Management

Local councils are required to have automobile liability insurance coverage of \$1,000,000 combined single limit (CSL) for owned, non-owned, leased or hired vehicles which also provides excess coverage to volunteers and employees engaged in official Scouting activities, on Scouting business, on council business or under your discretion.

If the council does not have owned vehicles, insurance must still be purchased to cover the council for non-owned, hired and leased automobile liability for employees and volunteers.

Councils must submit with the Local Council Charter application, a certificate of insurance showing evidence of the following coverages:

- Automobile liability - \$1,000,000 with volunteer coverage endorsement or equivalent language
- Property Insurance
- Workers' Compensation
- D&O excess insurance (if purchased outside BSA offered)

***Please note that National Service Fee for each council was determined and shared earlier in the year.**

Council Name Catalina HQ city Tucson Council Number 11

Council President signature [Signature] Date 4/20/21

Council Commissioner signature [Signature] Date 4/20/21

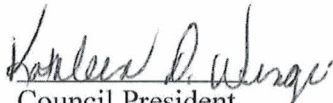
Scout Executive signature [Signature] Date 4/20/21

Please scan signed form and certificate of insurance and email to LCCR@scouting.org by May 1, 2021. Your charter will be sent to your Scout Executive upon receipt of these items.

Council Board resignation

Tom Lowell has submitted his resignation from the Executive Board with regret. His increased job responsibilities have forced him to decrease his volunteer activities.

Voted to accept & acknowledge.



Council President
Kathy Winger



Scout Executive/Secretary
Jeff Hotchkiss

4/20/21

Date