

**Board of Directors Meeting Minutes**Tuesday, September 21<sup>st</sup>, 2021

The meeting was opened at 6:03 PM on Zoom by Kathy Winger, Council President. A quorum was present.

**Attendance:**

**Executive Board members attending:** Sam Alboy, Robert Bernheim, Frank Bouchard, Becky Chambers, Joyce Contrades, Roger Dahlgran, Joe Daniszewski, Jean DiMaria, Dr Dave Gibeault, Jonathan Lang, Clint Liechty, John Mead, William Mills, Steve Odenkirk, Don Riegger Jr, Robert Sommerfeld, Jim Tarleton, and Kathy Winger.

**Excused:** Bill Dickinson, Todd Jaeger, Joe Winfield

**Staff:** Jeff Hotchkiss, Dan Rowland, Dustin Shoemake and Tracey Smalling

**Summary of Action:**

**I. Approval of July 8<sup>th</sup> Board of Directors and August 17<sup>th</sup> 2021 Executive Committee minutes –** Gibeault moved, Chambers seconded. **Approved.**

**II. Treasurer's Report -**Don Riegger, Council Treasurer, reported:

August and July continue to be the Council's most historically challenging months with camp revenues fully realized and fall fundraising campaigns yet to come. August's revenue of \$20,500 is the lowest of the year and year-to-date is (\$85,000) off budget. The bulk of that variance is below plan FOS – off nearly \$65,000.

Bright spots, however, include on-plan net camp revenue, direct contributions nearly \$12,500 over plan, strong activity revenue, and receipt of unbudgeted new EIDL government grants of \$6,000.

The overall year-to-date net deficit has increased since June from (\$36,000) to (\$128,000) but is still ahead of plan by \$16,000.

Despite the miss on the revenue side, expense management helped keep the year-to-date deficit below plan led by continued savings on employee compensation - \$37,000 year to date. The onboarding of a new assistant Scout Executive will increase employee costs but should be on budget for the remainder of the year. While occupancy costs, including camp improvements, are over budget by \$6,600, every other expense line is below budget.

The balance sheet remains in good shape with entity value down only modestly from June at \$3,772,228. Strong investment returns increased the endowment (Fund 3) to over \$2.73 million, almost \$550,000 greater than August 2020.

Operational Cash is a significant concern and the council typically taps into their line of credit this time of year. As previously discussed, the council changed from a commercial line of credit to an

internally funded line. The finance committee has reviewed and recommended authorizing management to draw up to \$150,000, in line with the approved deficit budget of about \$145,000.

The line of credit will help operationally but the council needs to finish strong on targeted revenue for the year. That includes special events – Corporate Pinewood Derby, the Gala, Popcorn and year-end appeals.

The Council remains in a solid position to fund the expected bankruptcy settlement.

Moved by Lang, seconded by Gibeault. **Approved.**

### III. Approval of internal credit line.

#### Line of Credit Policy Resolution

Whereas the Catalina Council has developed a Line of Credit Policy dated September 21st, 2021, and Whereas such policy has been reviewed by the Executive Board and is stated below:

*The Scout Executive in consultation with the Treasurer is authorized to borrow up to \$150,000 from the internal credit line (the endowment) for cash flow purposes throughout the year. The status of this credit line will be included in the Council Treasurer's monthly report.*

Resolved, that the Catalina Council enacts its Line of Credit Policy.

Moved by Riegger, seconded by Lang. **Approved.**

### IV. Reports and updates:

#### A. Development update –

- Coffee, Cars & Pinewood Derby – Clint Liechty reported. Last chance to get a car in the race.
- Campfires & Candlelight Gala – Lou & Tina Salute gave a video report. Tracey Smalling updated us on the ways we as a Board can help make this a super success.
- Popcorn update – Running below expectation as our Cub Packs continue to be slow to organize.

#### B. Operations update – Roger Dahlgran

- Fall Recruitment campaign – slowly gaining momentum
- Fall activities – Lost of things planned beginning with Cub Funday on the 3<sup>rd</sup> of October.

#### C. Properties Update – Steve Odenkirk

- Council Service Center repair- fixed the stucco
- Camp Lawton

- Gabion seating amphitheater project has begun
- Unit service day on September 25<sup>th</sup> – over 140 signed up
- United Way Days of Caring 10/22-23 – could use some team leaders
- Double V Scout Ranch
  - ABA & Unit workday set for December 4<sup>th</sup>
- Camp Strategic Planning group has begun to meet

D. Commissioner Update – Jonathan Lang

- Key Performance indicators report

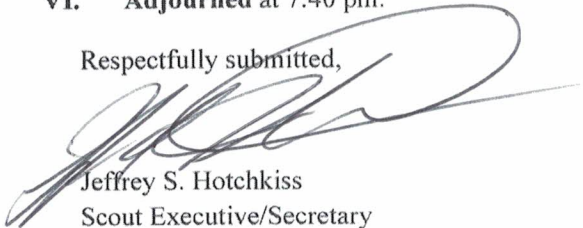
E. National Bankruptcy update – Robert Bernheim & Kathy Winger

- Closer to settlement
- Our commitment & timeline
- Chartered partner issues – Methodist Church
- Our communication plan – discussion a stakeholder update

V. **Scout Executive's minute** - SE Hotchkiss reminded the group that we are on a journey with both successes and setbacks. We'll continue to strive at being the best at getting better.

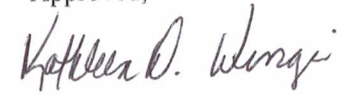
VI. **Adjourned** at 7:40 pm.

Respectfully submitted,



Jeffrey S. Hotchkiss  
Scout Executive/Secretary

Approved,



Kathy Winger  
Council President

Our next meeting is Tuesday, November 16<sup>th</sup>, 2021

Location to be determined