

Board of Directors Meeting Minutes8:30 AM, Saturday, May 20th, 2023

The meeting was called to order at 8:30 am (prior to the Board Retreat) by Don Riegger, Council President. A quorum was present.

Attendance:

Board members attending: Gary Abrams, David Alvarez, Becky Chambers, Mark Ellson, Dave Gibeault, Jon Harned, Jerry King, Kevin Kinghorn, Jonathan Lang, William Mills, Steve Odenkirk, Bill Perkins, Don Riegger Jr, Hugo Ruiz, Erin Russ, Rob Samuelsen, George Soltero, Jim Tarleton, Joe Winfield, Zachary Wissell, and Lisa Wylie.

Excused: Roger Dahlgran, Joe Daniszewski, Jean Di Maria, Ryan George, Clint Liechty, John Mead, Fred Petersen, Bob Sommerfeld, Kathy Winger, Frank Youdelman

Not Present: Katie McFarlane, Brett Rustand, Krist-Anah Watkins

Guests: Sharon Moulds (Consultant), David Wylie (Facilitator), Jack Winger, and Shannon Roberts

Staff Present: Mike Korcheck.

Summary of Action:

- 1. Welcome** – President Riegger welcomed the Board members to the meeting and the Board Retreat that follows.
- 2. Safety Minute** – Erin Russ reviewed the campfire bowl dangers. She emphasized being diligent, ensuring there is plenty of water available and making sure the fire is *completely* out prior to leaving the site.
- 3. Special Reports and Updates** – Jonathan Lang gave us an update on the new Scout Executive Selection process and introduced our new Scout Executive Dr. Shannon Roberts. Shannon offered his thanks and is looking forward to getting started in late June. Don also asked the Board to review the OA Youth Representative Report.
- 4. Treasurer's Report** - Treasurer Jerry King reported on the April financials. Even though expenses are less than budgeted, our revenues lag even more. Our cash position was improved through a \$50k interfund line of credit. There was also a \$99k donation to the Capital Fund to fund refurbishing of the ADA restrooms and redo the Scoutcraft building, both at Camp Lawton. Meeting revenue goals will be key to keep from accessing future funds from Endowments. Current deficit stands at \$61,922, compared to last year's deficit at this time of \$777.
- 5. Administrative Matters** - Approval of March 28th, 2023, Board of Director minutes; approval of April 25th, 2023, Executive Committee minutes; acknowledgement of the National Bankruptcy Closure and Termination of the Local Council Committee. Moved by Chambers, seconded by Mills. **Approved.**

6. **Resolutions for Approval** – After a brief review of the Nominating Committee actions by Steve Odenkirk, two resolutions were brought before the Board (see attached):

- a. **RESOLUTION 1. Appointment of Ryan George as a CCBSA Board Member**
- b. **RESOLUTION 2. Review and Approval of Catalina Council Local Council Charter**

Winfield moved to approve and Sameulsen seconded. Motion carried unanimously.

7. **Consent Items** – May 16th Finance Committee Meeting minutes. These were approved.

8. **Pillar Committee Updates** – The Committee Chairs gave a brief review of their programs (see attached for the report).

9. **Highlights & Upcoming events:**

- **May 29** – Papago OA Lodge 70th Anniversary
- **May 30 to June 1** – National Annual Meeting, Atlanta, GA
- **June 3** – Camp Lawton 102nd Anniversary
- **June 18-24** -Scouts BSA Summer Camp, Camp Lawton
- **July 1-2** – Cub Adventure Weekend, Camp Lawton
- **July 7-12** – National Youth Leader Training, Camp Lawton

10. **Adjourned** at 9:03 am.

Respectfully submitted,



Michael F Korcheck
Acting Secretary

Approved,



Don Riegger
Council President

Our next meeting is the Executive Committee meeting June 27th at the Council Board Room

**For approval as new member of the Board of Directors and as a Council Member
at Large**

Upon recommendation of the Council Nominating Committee


Ryan George

Ryan is the CEO and co-founder of Simpleview, travel and tourism's leading provider of CRM, CRS, and digital marketing technology for 990+ global destinations. As CEO, he provides strategy and direction for the company, oversees its growth and operations through a cadre of highly skilled executives, and works to build industry knowledge and leadership in employees throughout the company.

Ryan is an Eagle Scout and graduate of UA Eller College with Dual Degrees in MIS and Accounting.

Ryan is a frequent speaker at travel and tourism events, serves on the Destinations International Foundation Board of Trustees and several boards of directors and is a member and past president of Tucson Conquistadores, a philanthropy group supporting youth athletics and community groups.

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



Don Riegger
Council President

May 20, 2023
Date



Mike Korcheck
Acting Secretary



APPLICATION FOR RENEWAL OF LOCAL COUNCIL CHARTER

For the year beginning July 1, 2023

Scan signed form and email to

LCCR@scouting.org by July 1, 2023

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, Youth Safety Standards, Incident Reporting Requirements, Camp Safety Standards, 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 ("the Council"), Boy Scouts of America, hereby applies for renewal of its charter for the year beginning July 1, 2023.

This application has been reviewed and approved by the executive committee or executive board at a duly called meeting on May 20th, 2023, 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.

The Council agrees it should remain current on financial obligations to the National Council and the Council agrees with and accepts credit terms of the National Service Center, including 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*. The Council agrees to submit its financial audit report for fiscal year ending December 31, 2022, a copy of the 990 form, management letter and response to: audits990@scouting.org by July 31, 2023.

***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 5/20/23

Council Commissioner signature [Signature] Date 5/17/23

Scout Executive signature [Signature] Date 5/16/23

Please scan the following items and submit to LCCR@scouting.org by July 1, 2023. Your Charter will be sent to the Council upon receipt of these items.

- Charter Application form: return Scout Executive signed copy
- Incident Reporting Requirements: return Scout Executive signed copy and maintain staff copies at Council
- Insurance & Risk Management Requirements: return Scout Executive signed copy with Charter application

Insurance & Risk Management Requirements

Local councils should review and understand the Insurance and Risk Management resources available, including the Risk Management Notebook and the Guide to Safe Scouting. Prior to planning an event, local councils should review applicable publications to understand potential compliance issues. Local councils should maintain an active Enterprise Risk Management Committee. Questions should be directed to Phillip Moore at Phillip.Moore@scouting.org.

Enterprise RM Committee Chair Brett Rustand Email brettrustand@hotmail.com

BSA GENERAL LIABILITY INSURANCE PROGRAM ("GLIP")

GLIP generally provides coverage for claims arising out of Official Scouting Activities, which are defined in the insurance policy as activities that are consistent with the values, Charter and By-laws, Rules and Regulations, operations manuals, and applicable literature of Boy Scouts of America. This insurance coverage pertains to allegations of negligent actions by third parties that result in personal injury or property damage claims.

Prohibited activities are not considered Official Scouting Activities. Volunteers (registered and unregistered), units, chartered organizations, and local councils should not engage in prohibited activities as it could jeopardize insurance coverage for themselves and their organizations. The Guide to Safe Scouting contains a listing of prohibited activities.

AUTOMOBILE INSURANCE COVERAGE

Automobiles utilized in the Scouting program must be insured by the owners, charter organizations, or affiliate organizations on a primary basis, and local councils provide first excess coverage. Local councils must insure the first \$1,000,000 per occurrence for owned, non-owned, leased, or rented vehicles for council employees. The coverage must include coverage for volunteers as excess of a volunteer's auto policy while engaged in Official Scouting Activities. Provide Certificate of Insurance (COI) and volunteer coverage endorsement or equivalent language. GLIP provides named insureds and volunteers with excess coverage. Refer to Section 19 of the Risk Management Notebook for more information. *If you are unable to secure automobile liability insurance coverage advise Phillip.Moore@scouting.org.*

Insurer K+K INSURANCE Coverage\$ 154,000 Expiration 11.01.23
UP TO
W/ STANDARD AZ AUTO COVERAGES

PROPERTY INSURANCE

Local councils should secure property insurance to cover all council properties and facilities. The coverage should include Business Interruption and Extra Expense.

Insurer K+K INSURANCE Coverage\$ 4.82 M Expiration 11.01.23
UP TO

COMMERCIAL GENERAL LIABILITY INSURANCE FOR NON-SCOUT USE OF LOCAL COUNCIL PROPERTIES

GLIP does **NOT** provide coverage for claims arising out of non-Scout use of local council properties or arising out of non-Scout programs offered at local council properties. Rentals and use of local council camps/facilities by outside groups has the potential to expose the council to premises liability and negligence claims. Local councils should consult their local insurance agents for a commercial general liability insurance policy for these activities. **The Boy Scouts of America should be named as an additional insured.**

Insurer N/A Coverage\$ Expiration

D&O EXCESS INSURANCE

Local councils should determine if excess coverage with additional limits are needed. For more information refer to Section 9 of the Risk Management Notebook.

Insurer N/A Coverage\$ Expiration

CYBER INSURANCE

Local councils that maintain their own software platforms and maintain data on their local council servers for registration purposes, client relationship management, or otherwise, are responsible for obtaining, at the local council's cost, their own cyber breach insurance coverage. BSA National's cyber breach insurance policy covers data breaches of National Council servers, which includes, but is not limited to, software platforms such as My.Scouting tools and Blackbaud CRM. BSA National's policy does **NOT** cover any claims relating to breaches of local council servers.

Insurer COALITION INSURANCE SOLUTIONS, INC Coverage\$ 1 MILLION Expiration 11.01.23

See Section 19 of the Risk Management Notebook for descriptions of other coverages and see Section 26 for information on non-owned watercraft coverage.

Reviewed and acknowledged by Scout Executive: 

Date: 5/16/23

Incident Reporting Requirements

Incident Reporting Tools: www.scouting.org/health-and-safety/incident-report/

All incidents should be reported within the time-frame requirements below, but even if late an incident report must be filed. Scout executives are responsible for:

- Reporting into Riskconnect all incidents that occur within the council.
- Assigning Riskconnect licenses within their council.
- Follow-up on all incidents, including incidents reported through the public portal.

SERIOUS INCIDENTS

- Immediate notification required from Scout executive to the appropriate National Service Territory Director or Vice President, Directors and VPs should notify their ACSE, or the CEO/CSE and Legal team if ACSE is not available.
- Notify the PR@Scouting.org email. This will initiate an immediate response.
- Complete incident entry into Riskconnect within 24 hours.
- Serious incidents include:
 - o Fatalities
 - o Sexual or physical abuse
 - o Potentially life-threatening injuries (e.g., amputation, brain injury, loss of sight, paralysis, etc.)
 - o Those requiring air transportation or medivac
 - o Communicable disease (e.g., measles, norovirus, etc.)
 - o Significant damage to property (e.g., wildfire, tornado, hurricane, etc.)
 - o Any for which media attention is anticipated.
- Applies to all Scouting activities, including transportation to and from an event.

If immediate assistance is needed in the handling of a sexual-abuse allegation, contact Scouts First Helpline: 1-844-SCOUTS1.

SERIOUS YOUTH PROTECTION POLICY VIOLATIONS AND MEMBERSHIP STANDARDS INFRACTIONS

- Complete incident entry into Riskconnect within 72 hours.
- Serious Youth Protection Policy violations and Membership Standards infractions include:
 - o Code of Conduct violations
 - o Threats or acts of violence
 - o Arrest for a crime that, if convicted, would disqualify the individual from participation in Scouting (e.g., listing on sex-offender registry, etc.)
- o Situations in which a member, leader, parent, or volunteer is required to cease participation pending an investigation.

LESS-SERIOUS INCIDENTS

- Complete incident entry into Riskconnect within 72 hours.
- Less-serious incidents include:
 - o Treatment beyond Scout-rendered first aid
 - o When a licensed health care official provides medical attention at the health lodge
 - o Intervention of emergency response personnel
 - o Those requiring a visit to a licensed health care provider
 - o COVID exposures and positive test results.

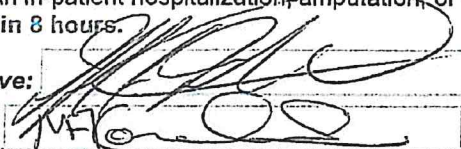
NEAR-MISS INCIDENTS

- Complete incident entry into Riskconnect within 72 hours.
- Near-Miss incidents include:
 - o Incidents that did not result in injury, illness, or damage but had the potential to do so.

OCCUPATIONAL INJURY REPORTING

- All work-related injuries of National Council staff must be reported as a workers' compensation claim. Scout executives are reminded to notify their council's workers' compensation insurer per their requirements.
- All employers are required to notify OSHA when an employee is killed on the job or suffers a work-related hospitalization, amputation, or the loss of an eye. An in-patient hospitalization, amputation, or eye loss must be reported within 24 hours. Fatalities must be reported within 8 hours.

Reviewed and acknowledged by Scout Executive:



Date: 5/16/23

Reviewed and acknowledged by staff member:



Date: 5/20/23

May 2023 Pillar Updates

A. Commissioner Service

- Performance Standards – Youth protection at 99%, second month in a row with membership growth
- Unit Health
 - Recharter – still chasing three dropped units

B. Administration

- National Bankruptcy settled.
- New Senior District Executive, Ethan Crisp, starts Monday, May 22nd.

C. Marketing

- New digital report
- Roll out of new Scout Executive

D. Development

- Good Scout Luncheon on good attendance but performed below expectation
- Grants – Submitted three more in April.
- 2023 Popcorn – Signed contract with new popcorn vendor, Pecatonica, and new prize vendor, Keller marketing.
- 2023 Friends of Scouting – Is behind last year's pace.

E. Program

- Jim Herriman has been appointed as the new Council Camping Chair
- We have 34 youth signed up for Lawton Scout resident camp.
- Our Declaration of Readiness was submitted, Camp inspection is set for June 22nd
- We have 25 signed up for National Junior Leader training week.
- The Council and District 2024 calendar has been finalized.

F. Properties

- A \$99,000 gift was secured to finish the ADA restroom and to rebuild the Scoutcraft shelter at Camp Lawton.
- The Facilities committee is setting building deadlines for those projects, and the finishing of the dining hall door and chimney projects as well as the new gaga ball pit (previous funds secured). They are also planning the multiple Double V projects that are funded from the Conquistador grant of last year.
- We held a successful service day project last month at Camp Lawton.

G. Membership

- Membership growth again in April
- Ignite Membership workshop trained leaders from 13 units