

**Minutes of the Council Executive Committee****June 27th, 2023**

The meeting opened at 5:30 pm at the Council Service Center and on zoom by Don Riegger, Council President. A quorum was present. Don recapped what we would be covering.

**Present:** Jerry King, Steve Odenkirk, Fred Petersen, Don Riegger, Kathy Winger.

**Not Present:** Kevin Kinghorn.

**Excused:** Roger Dahlgren, Jonathan Lang, Robert Samuelson.

**Guests:** Devin Allard, Mark Ellson, Jon Harned

**Staff:** Shannon Roberts, Mike Korcheck

**Summary of Action:**

1. **Board of Director meeting minutes** for May 20<sup>th</sup>, 2023, were reviewed and there were no comments.
2. **Report from the CCBSA Audit Committee Chair, Devin Allard** presented the results of the audit of the 2022 Financial Statements. We had a clean, unmodified opinion, which is the best we could get. There was a brief discussion on WIPFLI's audit performance, and the general consensus is that they did a good, thorough job and were responsive to our questions. The Audit Committee should now consider whether to keep WIPFLI on board, depending on the proposed costs, or to seek another firm to conduct our audits going forward.  
  
King motioned; Winger seconded that the Committee accept the results of the Audit. Motion carried unanimously.
3. **Treasurer King presented the May 2023 Treasurer's report and financials.**
  - a. The overall decrease in Operating Fund Total Net Assets for the year (-\$152K) is more than twice the negative of last year's position (-\$68K) at the end of May. We continue to fall significantly short on our budget for revenue streams overall cash is down significantly compared to last year.
  - b. Expenses are close to our budget. To remind everyone, we built our revenue budget aggressively to cover the expenses the Council needed to achieve Scouting goals of the future.
  - c. Council needs to focus on increasing revenue streams from Popcorn to FOS to Foundations and Trusts to new Endowments this year. The current direction will substantially decrease Endowments and reduce future options to sustain the future of the Council.
  - d. Odenkirk motioned, Winger seconded that the Committee accept the Treasurer's report and May financials. Motion carried unanimously.

#### 4. Resolution Approvals:

- a. Upon the recommendation of the Council President appointment of Shannon Roberts, Scout Executive and Michael Korcheck, Operations Manager and the removal of Jeff Hotchkiss and Dustin Shoemake as check signers on the Commerce Bank operating account.
- b. Winger motioned; Petersen seconded. Motion carried unanimously.
- c. (b) There was discussion on the draft resolution to raise the Council registration fees from \$24 annually. The Finance committee reviewed the issue and recommended an increase from \$24 to \$50 for youth members. The committee referenced a 2020 study of fees in the Western Region and summarized that most are somewhere between \$35 to \$75 and noted that an increase to \$50 puts CCBSA on par with Grand Canyon Council. The committee further recommended the increase be applied only to youth registrations and to leave the adult fees at their current level. The committee further recommended that units be encouraged to offset fees by raising money via popcorn sales. There was additional discussion and a recommendation that staff develop a process to increase aid to needy scouts. The Committee agreed to raise the fee to \$50. Mike will draft a resolution for final approval at the July 8th, BOD meeting.

#### 5. Discussion Items – 90-Day Sprint Focus:

- a. **Membership:** Mark Ellson presented a summary of the steps they are taking to reach out to the local school district leadership to gain their buy-in to conduct Scout recruiting events at their schools. Results are positive so far with more meetings to follow. Mark also presented his plans for a typical kickoff meeting that includes keeping the Scouts involved in the process.
- b. **Manpower:** Odenkirk outlined the desire to hire a Program Director and a third District Executive. He noted the National BSA Salary ranges for both positions and the salary ranges that the Council should advertise when posting each position. There is concern about funding these new positions, as they weren't budgeted for, but the pros of hiring them would likely outweigh the cons in the long term.
- c. **Money:** Jon Harned outlined his plan to start a phone calling campaign to augment our FOS campaign. The plan hinges on current BOD members making up to 50 phone calls to past donors to the campaign and enticing them to consider a pledge/donation to keep this year's campaign moving forward. He created a written plan for making this happen to enable the Board members to move forward more easily on this. He sought Committee approval to continue moving forward. The "Money" focus group also has an initiative for a Chartered Organization ask led by Rob Samuelson and a Major Donor Campaign led by Don. He and others will approach donors that might be willing to pledge upwards of \$25k per year for three years.
- d. **Popcorn Sales:** The 'Money' sprint included an emphasis on increasing popcorn sales. Council leadership decided to stay with Trails End as our popcorn vendor after discussions with them and the proposed new vendor at the National Annual Meeting. Furthermore, the proposed new vendor asked to withdraw once informed of the leadership transition. Mike, Ethan, and Gabe will meet with our Trails End counterpart soon to get the program moving forward.

**6. Pillar Updates were given, and reports included in the packet:**

- a. Properties Update:** Odenkirk emphasized that the Finance and Properties Committees were reviewing the expenses for the Double V pool and either how to better monetize it (might take a \$25k to \$40K investment) or take steps to shut it down to reduce expenses.
- b. Programs (Summer Camps & NCAP):** Jonathan Lang provided a written report that noted that Scouts BSA Summer Camp Week went very well, and the Scouts enjoyed it. Korcheck reported that the Council received a full 5-year certification from the NCAP Assessment and noted the great team that helped make it happen.
- c. Communications:** The most recent NuPoint Marketing report is included in the packet
- d. Report from the National Annual Meeting:** There is a report included in the packet.

**7. Consent Items -The following reports were accepted:**

- a. Council Performance Standard update
- b. FOS Report
- c. Finance Committee Minutes
- d. Grants Report
- e. Membership Report

**8. SE Minute:** Due to time, there was no Scout Executive Minute.

**9. Odenkirk motioned, Winger seconded, and the meeting adjourned at 7:33 PM**



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Don Riegger  
Council President

7/8/23

\_\_\_\_\_  
Date



\_\_\_\_\_  
Shannon Roberts  
Scout Executive/CEO

7/8/23

\_\_\_\_\_  
Date

**Our next Board of Directors meeting in conjunction with a follow-up Board Retreat is set for 8:30 am on July 8th, 2023, at the Truly Nolen Training Center.**

**Resolution  
- Check Signers -**

**Authorized Signatories for Checking Accounts, Savings Accounts, Safe Deposit Boxes, & Wire Transfers**

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

**Executive Board Volunteers**

1. Don Riegger, Council President
2. Jonathan Lang, Council Commissioner
3. Jerry King, Treasurer

**Staff**

4. Shannon Roberts, Scout Executive/CEO
5. Michael Korcheck, Operations Manager

The following individuals will have their authorizations revoked:


**Staff**

1. Jeffrey Hotchkiss, Scout Executive/CEO – retired effective May 2023
2. Dustin Shoemake, Assistance Scout Executive – resigned from the council effective February 2023

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 include 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:**

  
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 Don Riegger  
 Council President

6/27/23  
 \_\_\_\_\_  
 Date

  
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 Shannon Roberts  
 Scout Executive/CEO

6/27/23  
 \_\_\_\_\_  
 Date