

**MOUNTAIN MAGIC LEADER WEEKEND
MEETING MINUTES
DECEMBER 13TH , 2012 - 7:00 – 9:00 PM**



Attending:

Ann Barrow
Barb Osment
Becky Harris
Cheryl Marko
Diana Snyder

Diane Loupe
Jeanne Andres
Judy Glassman
Karen McFadden
Kathy Stephan

Kippy Shea
Laurie Hackworth
Lianne Griffin
Marie Lott
Marie Wright

Mary Kottkamp
Melonie Luxbacher
Rose Lowe
Sheila Mills
Swaantje Sass

Action Items and questions.

1. Timeline/operations manual needed from all committees (some have been received many still needed). Email updates to Marie Lott, we are missing a number of committee manual.
2. We have Echo Hill for Thursday night.
3. Lianne has committed to making luggage tags for the people who returned with name tag holders.
4. Lianne has already ordered the ribbons that we added to our nametags.
5. Marie Lott and Lianne will forward the design for the T-shirt. Next they will get with the T-shirt place and get estimated prices. Marie Lott will set up some type of website so all participants can order a T-shirt on line.
6. Amy Calvin the Camp Director will need to know that she needs to give Marie Wright a next day notice if any camp classes would be cancelled. Not sure who needs to tell Amy this. This way that we can try to replace participants in different classes before the class time but first so we can locate them to let them know it too.
7. The First Aid kits are replenished, labeled with cabin name and be ready to be placed in the cabins, Judy to bring to Kippy in the January meeting or she will give out on the night of the weekend event to the Committee Cabin hostess.
8. Kippy to make a paper cutout ribbon with a daisy daisy to go on the newbie's name tags. To be given to check-in committee for participant during check in. Kippy to get information from Marie W.
9. The weekend Agenda will need to be finalized.
10. After weekend counts are finalized then printing of which items needs to be identified.

11. **Rose** – can you do any printing for instructors? If so, when would be the latest you need the information?

12 Marie W to give– list for food allergies to Melonie for Mary at Misty Mountain.

Agenda Items/Committee Reports

Meals

- Nothing to report out as meals were finalized months earlier and posted.
- Marie Wright is to forward the food allergies to Melonie to let Amy Alvin CD/Mary Kitchen .
 - I thought we could present a food flow that might work better than last year & then present to Mary the kitchen staff &/or Amy Calvin the CD.

Weekend Ops

- Laurie – bring her 2 coolers and Becky brings 1 cooler to the weekend for drinks.
 - Laurie to remind Lianne to bring her 2 coolers to the January meeting.
 - Laurie to get soda on sale, now until the weekend. If you hear of sales, notify Laurie.
 - Camp Helpers – a write up needed for the camp packets.

Decorations

- Swaantje sewing machine has been fixed and Laurie has graciously taken on the job of helping completing the swap necklaces including the committee's necklaces. Yea!
- Final order of the embroidered shirts are pending from the lady, should be coming by early January 2013.
- Diana, Cheryl will be meeting at Swaantje house on Friday 12-28-12 at 1 pm to finalize the decorations. If you would like to help, please let Swaantje know.
- We still want Diana to discuss her ideas of committee members outfits.

Entertainment

- **Sheila was sick for this meeting but will send what she needs help with to the appropriate person.**
- Sheila wrote up song list and emailed to Karen McFadden to print for overhead.
- Sheila has gone over list with Marie W and Pat Callaway.
- List of songs are going to Marie L. so she can put on site and people can download.
- Sheila needs a copy of this year's patch to use as a cyber cover and a cover for a few booklets that I will print at Council
- Skits - have gathered stuff and have some interesting items, am working on instructions for paper bag skits that campers can then use with their girls.
- Have contacted "Stand Up For Kids" and have collection bins ready.
- Finished the opening
- Have graces. Will do like last year, with a choice of several going to each cabin so they can choose which they will do when they have dining hall kapers. Think we should do graces 10 - 15 minutes into each meal or when most are seated, with a few on the table and they can get the list electronically from site.
- Kippy mentioned shifting graces to the Kitchen/Meals committee and this would be fine with me. Yes, I thought we should move this task back over to Meals. Only reason it was moved to Entertainment as the Terri Otto loved to make up graces. We currently are now using standard issued graces. Let's move to adjust the committee description in February 2013.

I left the notes from last meeting about Entertainment:

- During the retreat weekend, the decision was made that the skit bags would include the same items. Not enough for every person but enough for the skit to be formed. I am not sure what additional assistance is given to help with the skit making.
- The entertainment will go as follows so it can be added in to the Agenda.
- **Friday night**, Sheila will write up an introduction about the weekend and the committee itself. (at least that is what I think)
- **Saturday AM** – Becky Harris will start the weekend off with Scout Own after breakfast but before classes start.
- **Saturday after lunch** – Each cabin can take some of that time to plan their skits.
- **Saturday night** – PART 1 ~ the evening will first start with about 30 minutes of sing a longs, singers will be Pat Callaway, Mary Savaneno (sp?) and Marie Wright. Kippy to run projector that Karen McFaddan should be able to supply. By the December meeting, Sheila to supply Karen with song to be printed. Song list will also be given to the singer as well.
- **Saturday night** – PART 2 ~ Cabin skits take place.
- **Sunday AM** – Scouts Own after breakfast and before classes. A round flag pole or down stair if raining.
- **Sunday noon** – Closing ~ around flag pole this is done after lunch and before participants go to their cabins to do their kapers and to check out.

Camp/Unit Set-up

- Kippy received confirmation is actually 210 ft. Additional lights will be purchased.

Registration

- Classes are filled up fast this year.
- We have most of the classes filled up and waiting list.
- We have 155 REGISTERED participants along with trainers and committee members registered.
- WE have all but one trainer that have not sent in their registrations but have signed up to instruct.
- We have 6 staying off site this year and at this point 6 on cots in Echo Hill.
- We are NOT using the Farm House this year.
- The message therapist was found and will be will stay one night.
- We need the instructions for the trainers to be written up and Marie will email. – Deadline for letter to go out is xx/xx/12. The letter needs to include deadline for any coping the instructors may need for their classes. Need to Ask Rose Lowe (who works at the council office) if she can assist in the coping.

Participant Check-In

- Cheryl was unable to make the meeting yet forwarded out an email for EVERYONE to read and report back on. She is keeping a list of who is doing what.
- Cheryl will do an inventor of all her materials and will report out what she will need for check-in .
- Cheryl also has some limited use of poster size printing. She needs to know the complete dimensions/size you need.

Participant Check-out

- To buy the cleaning wipes for each cabin
- Has made the new KAPER posters for each cabins.
- Marie Lott to remind Swaantje to bring the gloves for kapers to the January meeting.
- Marie Lott to send out reminder of who will be the Committee Cabin host for check-out and we also have a back up person just in case.

- Current cabin hosts are; **Echo Hill** – Mary Kottcamp, Swaantje Sass; **Blue Gill Bay** – Laurie Hackworth, Becky Harris; **Shell Cracker Cove** – Marie Lott; **Chestnut** – Kippy Shea, Karen McFadden; **Trotters Ridge** – Barb Osment, Diane Loope

Camper Recognitions/Door Prizes ~

- Has her award certificates ready and printed out.
- Has asked for help with door prizes. Please let her know if you have anything.
- Diane to contact Lianne and go by her house to get some door prizes.

Trainer Gifts

Swanntje gave Karen a lead for some awesome trainers gifts. They are going to rock!

Historian ~No report called in.

(Always remember that if you come across any pictures, send them on to Rose or use that drop box gig Rose has talked about)

Classes/Instructors ~No report called in.

Admin/Financials

- Committee member that can and want to, to arrive at Echo Hill for Thursday night 1-24-13. More to follow on this.

Council Contact –

- Bebe Joiner – Last month she confirmed all Committee members were either Lifetime Members or current Registered for the 2012-2013 membership years. Now we have a list of all this.

THANKS TO EVERYONE THAT WAS ABLE TO ATTEND!

See you at our next meeting will be held on January 17th, 2013 @ 7 pm. We have it back at Kippy Shea's house~ see email for details.