

MOUNTAIN MAGIC LEADER WEEKEND - MINUTES

January 20, 2015 - 7:00 – 9:00 PM

In Attendance

Cheryl Marko
Genny Wright
Kary Alicea
Kim Elmore

Kippy Shea
Lianne Griffin
Marie Lott
Marie Nash

Marie Wright
Melonie Luxbacher
Rebecca Wright
Rose Lowe

Sheila Mills

Minutes

Admin/Financials/First Aid report – participant conference call held on 1/12/15 and a recording is available. Registration is closed, and Marie L. has sent Karen McF all the health history forms that were uploaded. She will close updates to RegOnline Wednesday PM. Discussed who will be arriving at camp when:

Sheila – Thursday early afternoon

Lianne – Thursday ~9PM (will leave after dinner/after rush hour dies down – bringing Robin and Karen McF)

Marie W – Thursday afternoon

Kim – Thursday eve

Kippy – Friday after work

Rose – Friday ~5PM

Marie L – Friday midday

Rebecca – Friday PM

Melanie – Friday PM

Cheryl – Thursday after work

Genny – Thursday afternoon (with Marie)

Marie N – Thursday PM (her committee will arrive Friday midday)

Kary – Friday after work

Lianne to send email to Tori letting her know arrival times. If you are arriving at different times, call Lianne until Thursday PM; if Lianne is going to be later than 9PM, will get word to camp ranger. Lianne to print 1-page agendas for units and dining hall on 13x19 paper (no need to laminate).

Sheila – reported that Mary Kottkamp is picking up council class boxes and projector at council office on Thursday, will come up to camp on Friday. SHEILA – confirm that Mary will arrive before 4PM! Still have 4 massage vacancies and a few camp helper slots. Add something to late breaking news on our website letting campers know. Sheila will be collecting toiletries if anyone brings any.

Marie W – 2 people are non-pay, will follow up to see if they are coming. Discussed refund policy. We have 30 open beds (no bottom bunks).

Kim – discussed who will help with entertainment stations Saturday night. She has our Kazoos for our opening ceremony/parade (Kim to send words to us, we need to practice Friday afternoon). She will have foam board and some decorations in units for parade; need to add blurb to our website about this. If you have extra decorations to donate, please bring.

Rose – needs space in dining hall for 2 scrapbooks – in leader corner (not near food)

Marie L – Will check Wed. remaining health history forms and send to Karen McF. Will bring blue bags for recycling. If anyone needs anything “late breaking”, she’ll be coming up Friday AM so call if you need something brought.

Rebecca – Ranger will have ladder in DH.

Melanie – Miss Mary (chef) no longer there, new cook is Debbie. Melanie has been emailing with Debbie re: recipes for Jambalaya, etc. Drinks are ready and she has coolers (Lianne doesn’t need to bring hers).

Cheryl – Table layouts have been sent to Tori. She needs small table (Kippy and Marie W to bring). Kippy to give to Lianne since she won’t be coming up until after work Friday.

Genny – will be bringing microwave for snack table. Discussed unit hostesses (need to meet with hostesses Friday @ 10PM to review duties):

EH – Sheila/Mary Kottkamp
BGB – Kippy
CG – Karen McF
TR – Rose
SCC – Marie L

Marie N – Decorations going well, most are finished. Has not decided what they’ll do with decorations from Kippy’s daughter’s wedding. Is planning to use balloons to decorate, needs place to get helium tank (Lianne to send). Bring any extra decorations you have to share. Marie can make copies if needed at council office. Send to her by noon Wednesday so she has time to make them.

Kary – Need Kary to confirm when/how many firemen are coming Saturday night (if they are eating with us, need to make sure Marie W included in #s we gave kitchen) and ensure that she has a collection box/extra large bags for stuffed animals.

Timeline Review

- JAN - Provide Camp Director # of vegetarian meals needed & food allergies & final meal counts. Door prize donations finalized; trainer gifts purchased, all committee work finalized. Broadcast reminder email to all participants (ensure you have your class supplies, packing list, etc.) two weeks prior to the event. Have first-timer conference call (recorded) on 1-2 weeks prior to event to answer last minute questions. Participant check-in stuffing AT CAMP (night before start of event). SUCCESSFUL EVENT HELD!! During event, tally votes for next year’s theme and announce winner. Prepare reimbursements for all trainers/committee members that submit receipts/reimbursement form by end of day Saturday night event. Develop verbiage to be sent in final email to participants.

Our next meeting will be at CAMP!! See you there!