

2019 MOUNTAIN MAGIC LEADER WEEKEND - MEETING MINUTES
Mar. 27, 2018 Committee Meeting

2019 Planning Committee

Amber Ackerman
Carol Townley
Cheryl Marko
Christina Donellan
Frances Parks
Genny Welday
Jeanenne Adams

Jessie Napier
Kellie Haley
Kippy Penney
Karen McFadden
Lianne Griffin
Marie Lott
Marie Ross

Marie Wright
Melonie Luxbacher
Rebecca Wright
Rose Lowe
Sheila Mills

Guests/Sub-Committee Members

Kim Elmore
Kathy Stephan

Rhiyana Pineau
Robin Antzoulatos

Anthony Ross
Brenda Carswell

Timeline Review

- MAR - Planning team kickoff! Wrap up finances from previous year. Discuss changes needed for next event (changes to classes, timeline, committee organization, etc.). Plan preliminary timeline. Establish preliminary planning committees and start filling slots.
- APR - Review finances from previous year and begin current year budget planning. Finalize timeline. Establish committee chairs and begin to recruit volunteers for committees. Submit "Beyond the Troop Event" form to council office. Complete "Beyond the Troop Event Application" and "SU Event Emergency Plan" and submit for approval (must be done before event can be advertised by council). Provide save the date (Jan. 25-27, 2019) info to council POC (Jan Verderose) for inclusion in area newsletters. 4/1 – submit Troop Camping form to council to reserve units. Create Google Docs form for instructor input of class details and pictures (this will create xls spreadsheet for direct import into database and website) by end of April. Review class evaluations. Confirm menu options with camp director; Finalize meal costs w/ Misty Mountain staff. (Menu will be finalized at June Planning committee meeting.) Committee chairs to update "operations manual" for their committee's work activities (activities prior to and during the weekend). Invite trainers from previous year to participate again this year; begin to secure classes and trainers; define class descriptions, supplies, and class cost needed from trainers.

Previous Action Items

- Lianne – call council re: refund for lower level DH

New Action Items

- ALL – email Sheila if there are any classes you particularly want to teach this year
- Lianne – on 4/1, apply for Committee retreat campout for weekend of 10/5.
- Karen – on 4/1, submit "Beyond the Troop Event Application" (includes SU Event Emergency Plan) to council.

Discussion Items

Committee reviewed planning timeline for 2018-2019. ALL – please review and provide updates/corrections to Lianne.



Amber reported that Misty Mountain has a new camp structure. There will now be a Director, Assistant Director, and Camp Program Coordinator. Amber got an email from Tori (Director) introducing their newest full-time team member, Camp Program Coordinator - Joanna Biggers! Joanna will be taking the lead on Misty Mountain's Three Seasons weekend programs, including Camporees, Troop Camping, Day Trips, and Events held at camp. She's available at JBiggers@gsgatl.org if you need any assistance or have any questions about our camp stay.

Lianne has created the first draft of the planning committee descriptions to reflect additional sub-committees in Admin Committee (Financials, Unit Hostesses, and Opening/Closing Ceremonies). Please review and let Lianne know if there are any updates to be made. As committee members are finalized for your committee, please let Lianne know so we can update the committee roster.

It was shared that the Volunteer Leadership Conference (VLC) has been moved back to August! This year it will be held on August 11th, 9am – 5pm at the Gwinnett Infinite Energy Center (on Sugarloaf Pkwy, off I-85, north of Hwy 316).

Committee Reports

Admin/Financials/First Aid/Unit Hostesses (Lianne, Jeanenne, Karen, Christina, Kellie)

Lianne purchased Dr. Seuss bulletin board set (will scan and use digital images in publications, website, etc.) Lianne will bring to next meeting and give to decorations to use.

Several people expressed interest in being on the planning committee for 2019 (Lianne has confirmed Kippy Penney, Christina Donellan and Kellie Haley as committee chairs, working on other committee members).

Planning committee retreat preferred for the weekend of 10/5 (Misty Mountain), 9/22 or 9/29 (alternate location – no council campsites available). Lianne to apply for 10/5 weekend on 4/1 when registration opens.

Camp/Unit Set-up & DH Takedown (Rebecca/Genny)

Will be getting hammer and stakes for 2019. Went very well with Anthony helping out in 2018. May need new solar lights next year (okay for 2019).

Participant and Unit Check-Out (Kippy Penney)

No update at this time.

Decorations (Frances/Carol)



SWAP necklaces are in progress (Mary Scannavino is making fabric necklaces that will also be neck coolers for camping). Frances and Carol are making Dr. Seuss "beads" for each necklace. The Dr. Seuss character bead will hang on the SWAP necklaces; 2 of the necklaces that are given to the participants will not have a character but have the words "Dr. Seuss," and those two participants will be given the pictured item that Frances and Carol will make. One will say Thing 1, the other Thing 2. May be awarded at dinner on Saturday?

Entertainment (Amber/Marie)

- After awards Saturday, shift to free form crafts/games/activities (more networking opportunities)
- Rather than planning a banner, etc., each unit will be given a Dr. Seuss book ahead of time and unit will plan how they want to represent that book (skit, story, banner, etc.).

Historian (Rose)

- Working on sorting through photos now, sixty remaining. Has printing discount coupon for this month. Will start putting book together in May (earlier).

Meals/Snacks (Melonie)

- Menu submitted to committee for review. Will be working with camp staff earlier to finalize budget. Will NOT dye eggs green; possibly add green salsa so folks can make their own eggs green?

Participant Check-In, Guest Services (Cheryl)

- Lianne and Cheryl will work out neck wallet order. Cheryl will see if they will waive setup fee if we use words only (no artwork). Will select "stock" name badge ribbons and will combine with neck wallet order.

Publicity & Philanthropy (Jessie)

- Public Relations: I am working at Camp Gwinnett in April and have been invited to advertise Mountain Magic! I have a SWAP to hand out and am getting to put a flyer in the Leaders Folders. I am looking for more chances to advertise for us!
- Philanthropy: I dropped off our donations to Stand Up For Kids. They were amazed and grateful for the socks, hoodies, and first aid kits. They posted pictures on their Facebook page and I think posted on ours as well. They have another outreach programs that could use children's books for pediatrician's waiting rooms, and their young mothers program is in need of bibs, booties, and onesies. I am researching other programs as well and will have a list for our meeting in May. Please feel free to e-mail me suggestions for a projects, and events to advertise at!!

Registration (Marie W)

- Will send email to 2018 participants thanking them for attending and giving "Save the Date" info. Will also let them know if they want to be members of the planning committee to let Lianne know.

Website/Technology (Marie L)

New website is up – www.3leaves.org/mm2019. (Can also use 3leaves.org/MMLW and it redirects to the new site). Will add committee meeting dates. Add a page on our website – "what past participants have said".

3/27/18 - conference call

4/24/18 - **IN PERSON** (location TBD)

5/22/18 - conference call

6/26/18 - conference call

7/24/18 - **IN PERSON** (location TBD)

8/28/18 - conference call

9/25/18 - conference call

10/23/18 - **IN PERSON** (location TBD)

11/27/18 - conference call ****CHANGE****

12/18/18 - conference call

1/8/19 - conference call

2/26/19 - conference call ****ADD****

Workshops/Trainers (Sheila)

- Committee members should email Sheila with classes you particularly want to teach. Committee chairs should plan to teach a max of 3 hours. Limit classes for 1.5 or 3 hours only. Very limited ability to have 3 hour classes.
- Workshops will include "newbie" activity/networking "class".

Our next meeting will be **IN PERSON** on Tuesday, April 24th at 7:00 PM (location TBD).