



**Board of Directors Meeting
October 10, 2020. 8am-12pm
(Via Zoom)**

Mission: Southwest Kids' Cancer Foundation was created to *preserve and advance* Arizona Camp Sunrise and Sidekicks programs for pediatric cancer patients, survivors and their siblings.

1. **Attendees:** Mike Kaczocha, Lindsey Gray, Ildi Lackzo-Kerr, Ashley Larson, Harvey Bedolla, Craig Scheinerman, Melissa Lee, Sue Kostyk, Paul Mosier
2. **Call to Order:** 8:06 am
3. Introduction of new board member – Sue Kostyk
4. **Consent Agenda:** Motion to approve by Xavier Bedolla, second Paul Mosier. Passed unanimously.
 - A. Approval of June 4, 2020 Board Minutes. Motion
 - i. June 4, 2020
 - B. Approval of Executive Committee Action, August 6, 2020
 - i. Camp 2020 expense reports and reimbursement- \$7,226.96
 - i. Lead volunteer stipends-\$500 to camp coordinator, family coordinator, program director, day camp director
 - C. Approval Executive Committee Action, September 3, 2020
 - i. Camp Lease Contract
 1. Sunrise
 2. Sidekicks
 3. Discussion on changes to contract with camp leases. Ashley will reach out to Chele and get additional approval for oral agreement with the camp owner.
 - ii. Board Selection Process
 1. Selection Process
 2. Interview Questions
 3. Requirements
 - iii. Board Book: job description, committees, conflict of interest
 - D. Approval Executive Committee Action, October 1, 2020
 - i. We-Ko-Pa Golf Club Contract
 - ii. Discussion on contract, benefits and costs. Cancellation if necessary.
 - E. Approval of new board member – Debbie Accomazzo. Debbie will attend the January quarterly meeting.
5. **Discussion/Action Items**
 - A. President's report
 - i. Discussions of bylaws. We will not be voting on the bylaws until the January meeting.
 1. Key change: Ashley would have duties and responsibilities as a non-voting officer as ED and not president as in old bylaws.
 2. Key changes: term limits-- 3 years terms, up to 2 terms (6 years total).
 3. Key changes: officer and director roles.
 4. Key change: advisory council – can be a variety of people – no necessarily board members.
 - B. Executive Director's Report
 - i. Fundraising Update



1. Panera bread fundraiser on 10/17
 2. Microsoft fundraisers
 - a. Storytime fundraiser and card writing fundraiser
 - b. Pet costume contest – 12 will be picked into a calendar.
 - c. Golf tournament 12/5; price increase for golfers and the super tickets, sponsorships and donations needed.
 - i. Budget: income good but spending more than netting in the end: \$35,905 total expenses, costs \$20,980, net of \$14,000.
 - ii. Discussion on options for better revenue from golf tournament
 3. Thunderbird birdies for charity event with waste management open in February 2020. Pledge forms available.
- ii. Communications Update
1. New website is live. Will be listing all events on the website.
 2. Survey and volunteer feedback. Volunteers want better communication. Ashley will work on a monthly email blast/newsletter
 3. New online folders for board meeting minutes.
- C. Committee Reports
- i. Finance Report- Chair- Treasurer
 1. FY2020 Budget update- revenues and expenses
 2. \$204k at the start of the year, \$229k currently because of on the move camp. This is high for this year due to COVID.
 3. Expenses today is \$106k.
 4. In a good financial position currently.
 - ii. Camp Program Report: Camp on the Move
 1. 160 registered campers, 82 families, 45 staff (28 active)
 2. Camper participation & evaluation results—only 16 reviews.
 3. Volunteer participation & evaluation results—only 22 reviews.
 4. Discussion on keeping camp on the move.
 5. Expenses \$7,300. Background checks are done once a year. Did stipends for four lead volunteers.
- D. Discussion regarding FY2021 Budget. We are not voting on the budget today.
- i. Camp costs:
 1. Always 2 counselors to each cabin. 30 volunteers + 30 other volunteers for event (transportation, medical)
 2. Incorporating camp on the move long term and budget implications.
 3. Budget for camp is all camps –including day camp and spring retreats.
 - ii. Discussion on 2021 budget and being more conservative based on concerns of not raising \$260k next year.
 - iii. Discussion on grants: Thunderbird charities and Coyotes grants smaller this year than prior.
- E. Strategic Plan Outline – discussion today; will vote on at a different time.
- i. Mission did not change. The mission is in different places. Discussion on mission.
 - ii. Volunteer Survey: feedback – kept confidential.



- i. Discussion on how camp and board have been handled culture. Negative culture exists in the population.
 - ii. Increasing diversity at camp; increasing recruitment
 - iii. Family camp – first time campers event.
 - iv. Data tracker of events and participation.
 - v. New business model for camp.
 - vi. [2020 Volunteer Survey](#)
 - vii. 2018 Volunteer Survey-NPR
 - 1. Numbers/Charts (attached pdf)
 - 2. [Camp/Foundation Improvements](#)
 - 3. [Other comments](#)
 - iii. Mission, Vision, Values
 - i. Discussion on spring retreat and methods of allocating budget.
 - ii. Discussion on breaking out committees with board members.
 - iv. SWKCF Goals:
 - i. [Data Tracker](#)
 - ii. Organizational development: board, staff and volunteer engagement
 - iii. Programing: camp, day camp, virtual camp, retreats, and social events
 - iv. Financial sustainability: budget & fundraising
 - v. Communication & Marketing: events, hospitals, online
- 6. **Future Agenda Items**
 - a. Approval of FY21 Budget
 - b. Approval of Strategic Plan Goals and Action Plan
 - c. Approval of Bylaws
 - d. Approval of Job Descriptions
 - a. [Camp Director](#)
 - b. [Family Coordinator](#)
 - c. [Program Director](#)
- 7. **Meeting Closing**
 - F. Review action items from meeting
 - G. Next Board Meeting: Saturday, January 9, 2021 (Annual meeting)
- 8. **Meeting adjourned: 12:29 pm**