



Board of Directors Meeting
January 9, 2021 8:00 am-12:00 pm

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.

Attending: Ashley Larson, Ildi Laczko-Kerr, Mike Kaczocha, Sue Kostyk, Craig Scheinerman, Kate Kilbourn, Xavier Bedolla, Debbie Accomazzo and Lindsey Gray.

- I. **Call to Order/Roll:** 8:07 am. Debbie Accomazzo joined at 8:11 am.

- II. **Consent Agenda:** Motion by Sue Kostyk to approve consent agenda; Second by Xavier Bedolla with amendment to take out compensation for each job description. Unanimous approval.
 - A. Approval of prior Board meeting minutes:
 1. Regular Board meeting: [October 10, 2020](#)
 2. Executive Committee meeting: [November 5, 2020](#)
 3. Executive Committee meeting: [December 3, 2020](#)

 - B. Approval of new Board member [Kate Gallagher-Kilbourn](#)

 - C. Approval updated job descriptions: Discussion on salary/stipends for camp positions. Discussion on whether the job description will include salary. Recommended by Craig Scheinerman and Ashley Larson regarding two documents given salary range may change.
 1. [Camp Director](#)
 2. [Program Coordinator](#)
 3. [Family Coordinator](#)

- III. **Discussion/Action Items**
 - A. President's Report
 1. 2021 Program Discussion: COVID concerns and impact on programming.
 - i. Unlikely to have control over COVID with face-to-face July meeting in Arizona.
 - ii. Approximately 75-80 campers and same number of adults for Sunrise. Sidekicks 125 kids and same number of adults. Alternative in-person activities can be considered with appropriate social distancing throughout the state over the year. This would only cancel Camp W.
 - iii. Discussion on communicating camp information to families, volunteers and programming committee. We have surveyed families after virtual camp, but not about in person camp. Discussion on whether volunteer and family input would change in-person camp verses virtual camp. Discussion on whether survey or focus group would be better approach. Discussion on general message and framing of how camp will proceed. Decision needs to be made and we are not asking permission. Continue to analyze situation and then make a determination about proceeding.
 - iv. Programming is working on both live and virtual camp plans. Want to give them a heads-up regarding our position so they can best plan. Programming has discussed what the campers would like generally, such as family focused events



- (horseback riding). But, also want to consider that anything we decide regarding how best to present evidence regarding in person verse alternative.
- v. Discussion of liability with Camp W. We have a \$1,500 deposit with Camp W.
2. Motion to provide survey to families, programming committee and volunteers; board will reconvene in February to make final decision based on data. by Craig Scheinerman; second by Mike Kaczocha. No opposition.
 - i. Approval to continue virtual programming due to COVID-tabled
 - ii. Approval to cancel Camp W contract due to COVID-tabled. Will need to discuss the Conex storage.
- B. Committee Reports
1. [Finance](#) Report/FY2020 Budget update
 - i. When we run camp, we are around \$250k. In 2020, the first couple of months were normal. In lieu of everything, we brought in \$171k in revenue in 2020.
 - ii. Payroll & insurance are two biggest expenses.
 - iii. Cash \$251k, net cash flow of +\$45k. We have had years where we spent more than we had coming in.
 - iv. Virtual camp only \$7-\$8k in 2020.
 - v. Area to improve: grants.
 - vi. No issues forecasted in 2021 budget. But, we need to figure new fundraising campaigns.
 2. Fundraising update
 - i. Golf tournament netted \$23k, grants received range between \$40k, \$12k in Giving Tuesday, smaller donations
 - ii. Bingo raised \$1,600 and \$1,100. Bingo planned for the end of January 2021
 - iii. Birdies for Charities – Feb. 1-7th at Waste Management Open. Did not get a grant from Thunderbird Charities, but they are making us a charity organization for the event. We have to go out and promote this event for ourselves so that people can select us as the charity. First year of participation and great name recognition.
 - iv. More planning will depend on programing decisions.
- C. Approval of updated [By-Laws](#)
1. Discussion: key change involve managing operation position CEO/president (Ashley) and officers, i.e., the board chair (Ildi), secretary and treasurer. Other key change is tiers of board members by years so that there are staggering board terms. Terms will begin today for the board members. Board members can serve two consecutive terms. Discussion of 2-year verses 3 year terms for second term served by board members and addition of “up to” in second year.
 - i. Motion to approve amended bylaws Craig Scheinerman; Second by Debbie Accomazzo. Unanimously approved.
 2. Verbal acknowledgement of Board Conflict of Interest. Motion by Ildi Laczko-Kerr; Second by Craig Scheinerman. Unanimously approved.
 3. Discussion on name change and job description for CEO/President, including volunteer recruitment and training, which will be coordinated with Melissa Lee.



- i. Motion to approve [Chief Executive Officer/President](#) job description by Debbie Accomazzo; Second by Craig Schneiderman. Unanimously approved.
4. Nomination and approval of Board terms of office. Motion to accept distribution of board members to board terms by Xavier Bedolla; Second by Sue Kostyk. Unanimous approved. Terms are as follows:
 - i. 1-year term (eligible to serve up to 4 years)- Mike Kaczocha, Craig Scheinerman, Xavier Bedolla
 - ii. 2-year term (eligible to serve up to 5 years)- Ildi Laczko-Kerr, Paul Mosier, Lindsey Gray
 - iii. 3-year term (eligible to serve up to 6 years)- Kate Kilbourn, Debbie Accomazzo, Sue Kostyk
- D. Nomination and election of Leadership and Officers
1. Discussion of term lengths for leadership and officer positions. Discussion on key importance of Treasurer and Board Chair and consistency in the organization.
 - i. Motion for leadership roles to be on annual reviewed and renewed by Xavier Bedolla; Second by Sue Kostyk. Unanimously approved.
 2. Nominations:
 - i. Board Chair: Ildi Laczko-Kerr. Motion by Mike Kaczocha; Second by Debbie Accomazzo. Unanimously approved.
 - ii. Vice Chair: Motion by Xavier Bedolla to nominate Mike Kaczocha. Mike politely declines. Second nomination: Debbie Accomazzo. Motion by Ildi Laczko-Kerr; Second by Sue Kostyk. Unanimously approved.
 - iii. Treasurer: Craig Scheinerman. Motion by Ildi Laczko-Kerr; Second by Sue Kostyk. Unanimously approved.
 - iv. Secretary: Lindsey Gray. Motion by Ildi Laczko-Kerr; Second by Xavier Bedolla. Unanimously approved.
- E. [FY2021 Budget proposal](#)
1. Discussion on 2021 budget. Some items are missing from the budget and expenses are not up to date because of the potential for in-person vs. virtual camp. For example, program budget has been removed. \$16,000 added for camp stipends. Discussion on grant writing and how to proceed with grant writer, Lena. Discussion on hiring local grant writer. Debbie Accomazzo will provide recommendations. Kate Kilbourn can assist with grant writing, research and investigation. Discussion of storage. Need to look and remove items from storage unit. Discussed cleaning out a Conex vs. buying a Conex that can be stored at Craig's location. Storage unit is not climate controlled. Discussion on retreats and organizations for camp like COCA trip.
 2. Total expenses at \$115k without camp costs. Need to continue to raise money for additional programming.
 3. Motion to approve operational budget for foundation only by Debbie Accomazzo; Second by Sue Kostyk. Unanimously approved.
 4. Approval of final programming FY2021 budget will occur at a later date, likely April 2021 after a decision on in person vs. virtual camp.
- F. 2021-2024 [Strategic Plan](#)



1. Discussion of Strategic Plan mission, including focus of efforts for growing and expanding. Mission and value statement will be amended.
2. Motion to approve draft strategic plan to being implementation with the understanding that the strategic plan is a living document and will be revisited in the next few months by Ildi Laczko-Kerr; Second by Mike Kaczocho. Unanimously approved.
 - i.

IV. **Future Agenda Items:**

- A. Nomination and Approval of Committee Chairs
 1. Organizational development
 2. Program impact
 3. Financial sustainability
 4. Communications, engagement & outreach
- B. FY2021 Budget
- C. In person vs. virtual vs. hybrid 2021 camp.
- D. Next Board Meeting: Saturday, April 10, 2021 8:00 am-12:00 pm

V. **Adjournment: 12:33 pm**