



**Board Meeting
May 6th, 2021 6 pm**

Mission: To preserve and advance exciting and fun, medically staffed, year-round Arizona Camp Sunrise and Sidekicks programs for pediatric cancer patients, survivors and their siblings.

Present: Ashley Larson, Ildi Laczko-Kerr, Sue Kostyk (7 pm), Craig Scheinerman, Seth Zimmerman (6:30 pm), Debbie Accomazzo and Lindsey Gray.

1. Call to Order/Roll: 6:03 pm
2. Consent Agenda
 - a. Summer 2021 programs and budget; removed Suns event. Email vote approval by board
 - b. Motion to approve consent agenda by Craig Scheinerman; Second Seth Zimmerman.
Unanimous approval.
3. Discussion & Action
 - a. Bylaws and Board Terms
 - Discussion on term of Board size, term lengths, reappointment rules and parameters. Bylaws require us to balance the board. It does not specifically address reappointment. Best business practice is to consider new board members first, but discussion on whether that is best practices for organization. Discussion on taking a year off for members that are on the board prior to reappointment with the provision if no new board members reappointment is allowed for existing board members. We are currently balanced. Executive committee is tasked with board development at the time verses another committee. Discussion on total number of board members; succession planning is important. 3-20 is the limit in bylaws. Probably closer to 9-11 is ideal. Discussion on range. Ideal world is an odd number. Discussion on making sure board members are invested and working board members.
 - Seth Zimmerman would like to come on the board for a 3-year term.
 - Not going to vote tonight; full board will address in June if necessary.
 - Recommendation for Ashley Larson to secure other bylaws from local organizations to address issue of reappointment and how people are appointed in 1-2-3 vs 3-2-1 year terms, including how many board members.
 - b. Perkin's-Coie Contract, legal services
 - Original contract has been completed for legal services.
 - They still want to help us out, but not at a free rate.
 1. Option 1: discounted hourly rate. Current hourly rate
 2. Option 2: retainer type model. Pay X amount for any amount done within the next 6 months for services we require within reason.
 3. Option 3: look at another option. Consider it an RFP for other firms.
 - Unless we find a new camp, unlikely to have high legal expenses. But, we do need legal services like COVID vaccine requirements. How many hours have we received over this course of time.
 - Sponsorships an option? Yes, that is what we provided before.
 - Discussions on requirements for vaccine. PCH is recommending kids get vaccinated.



c. Budget Update

- Provided to KOA for the grant, we put in additional information on camp. Takes a couple months for it to come through—should receive the check in May for \$25k.
- Budget has not changed drastically. Budget is \$245k including October camp. We have spent \$65k in expenses, most of those are payroll and taxes. \$60k in revenue.
- Net cash flow of -5k currently.
- Overall, in a good position.
- Ashley will be added to bank, so she can review financials and take over this role like monthly financials/statements.
- Discussion on budget process—a process where ED would provide budget for all the pieces for camp and programming. Craig would help fill in the administrative services, then reviewed by the board to approve/reject programs.
- Discussion on events, budget and fundraising together and how budget will be created for current programs vs. new programming. Discussion on expectation of programming categories – like 2 education, 3 family, 1 adventure, etc.

d. Fundraising Update

- April/May Fundraiser's
 1. Only 14 people signed-up for the run
- Future Fundraising plans
 1. Still planning gala and golf tournament
 2. We need additional fundraising activities and participation from volunteers and board members.

e. 2022 Camp Dates

- July 8 -July 22 for summer camp dates. We can aim that for Camp W, but still looking at 15 additional camps.
- Additional 2022 calendar includes late winter retreat (March), Spring Retreat (April), Day camp (June), Fall Retreat (October).
- Typical year has 2 retreats, 2 camps, day camp and a family overnight.
- Discussion on financial and fundraising limitations. Discussion on zero based budget. We have to prioritize the summer camp events and then everything else may be below the line until additional funds become available. Camp W is \$160k for just two weeks. Discussion on fiduciary commitment. When events are confirmed for Camp W, \$1,500 for each event. Discussion on family camp and day camp. We need additional insight from the programming committee.
- What can we allocate to camps in 2022 based on the current budget and expectations of fundraising? Discussion on divide between camp programming and other programming.
- Program director position and job description discussed, including responsibilities. The job description needs to be posted.
- Discussion on positions for programming and camp director in addition to family coordinator. Open forum to discuss these expectations with the position and acknowledgement of same. Discussion on timing for distribution of camp stipends. Will be done at different times.



- Ashley and Ildi will bring the independent contractor agreements and job descriptions to the attention of the current camp director and programing coordinator to sign and/or have a discussion with the board at the next meeting regarding same. Motion by Lindsey Gray; Second Craig Scheinerman; unanimous approval.

4. Meeting Closing

- a. Review action items from meeting
- b. Next Board Meeting: Thursday, June 3rd, 2021 and June 12, 2021 quarterly meeting.
 - Draft policy for reappointment and board appointment on term years. Seth's 3 year term request will also be addressed at quarterly meeting.
 - Expectation that board members will be present at events at quarterly meeting.
 - Programing and initial budget for 2022 at quarterly meeting.
 - Ashley Performance Evaluation-next executive board meeting.

5. Adjournment: 8:46 pm.