

MINUTES

Lutheran Camp Association Annual Meeting

Saturday, October 17, 2009

Camp Arcadia, Arcadia, Michigan

Welcome

The meeting was called to order by President Martha Dourson at 1:32 p.m. Martha welcomed all members present.

Opening Devotion and Prayer

Pastor Bill Yonker's devotion focused on Luke 15 and the story of the Prodigal Son. Pastor Yonker read the names of the LCA members who have received the Crown of Glory since the last LCA Annual meeting: Ray Nichols, Don Miller, Claudette Carlson, Gertrude Bluemel, Rochelle Winter, Dorothy Hagemann, Rob Whittemore, Carl Frost, Lois Johnson, Jim Buchan, Evelyn Lanoch, and Gordon Sattelmeier.

Introduction of LCA Board Members, Tellers

Martha Dourson introduced LCA board members present, including Carol Weber, Tom Johnson, Bill Beck, Tom Dierking, Karen Spencer, Marilyn Brickler and Kathy Allen.

The tellers for the day were identified and included Jane Schneider, Jodi Johnson, Mike Boice and Melba Panhorst.

Approval of 2008 LCA Annual Meeting Minutes

MSC: Motion to accept minutes as presented from the October 2008 meeting.

Motioned by Fred Schneider, seconded by Glen Haas, unanimously approved.

Affirmation of Quorum

Kathy Allen confirmed that a quorum of the membership was present for today's meeting. There are 963 LCA members, one-fourth of the members are needed for a quorum (241); the exact number of members represented will be announced.

(Later confirmed that there were 64 members present in person, holding 328 proxies, representing 392 LCA memberships/total votes.)

President's Report

Finances are in good order thanks to strong registration numbers fostered by the creativity of the staff. In the last year the LCA board made progress on the Beach Erosion project, the off-site accommodations committee, and our strategic plan. We are exploring green technology and the potential benefits to camp. A Green Energy Capital Investment Committee has been formed. It will be chaired by Mike Dourson, and include members Mike Wismer, John Jass, Carol Weber, Chris Schumann and Tom Johnson. Ken Temme and Kristina Stierholz will be invited to participate as well.

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Election of Candidates, *Karen Spencer*

Karen announced the slate of candidates for today's election and introduced the candidates present. Those under consideration for election to three-year terms for the LCA Board of Directors include: Kathy Beumer Allen (incumbent), Sandy Becker, Ed Jones, Chris Schumann (incumbent), George Wotjtan and Kristina Stierholtz.

For the Arcadia Foundation Board, two to be elected for a three-year term, candidates include Molly Taylor (incumbent) and Phil Ebeling.

Karen asked if there were any nominations from the floor. There were none.

MSC: Motion to accept the slate of candidates. *Fred Schneider made the motion, seconded by George Wotjtan, unanimously accepted.*

Karen then reviewed the guidelines for voting with or without proxies.

Reports and New Business

Management Team's Report, Chip May

Chip provided a brief overview of his sabbatical last winter, lessons learned and experienced gained as a result.

Financially, Camp performed well despite the economic conditions thanks to creative approaches to filling registrations. This year, more than ever, Camp provided a healing retreat from the pressures life was providing at the moment. Two highlights for him this year were the addition of a closing worship service to family weeks and a Tazay candlelight worship service to the evenings during Bruzak/Just week. Both allowed Camp to minister to guests in a more meditative way.

Registrations. Camp served the second most guests ever, resulting in revenue \$27,000 above budget. Discounting and the unusual existence of a 10th family week were quite helpful for additional revenue this year. The weekend retreats were steady, although the Worship Symposium was canceled due to low registration. Cancellations were up and there were 15 empty rooms for Family Weeks.

Early registrations for 2009 closed and are identical with the early number from 2008.

Staff. This season's staff was young. Staffers Ellen Press, Jake Roskam and Aaron Hoehle did especially fine jobs. Thanks were expressed to end-of-season staff who help keep Camp running for the fall season. They were very experienced and stayed longer than usual.

Financial Aid. We gave out more than every this year. Thanks to all who have been donors to this fund.

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Deans and Lecturers: There were 27 speakers this summer, the majority rated quite highly. New speakers and formats will continue to be trialed.

The 2010 speaker schedule was distributed and highlights noted. This will be Walt Schoedel's last time as a speaker at Camp.

Rates will increase by about 3% in the coming year. Discounting of the last two family weeks will help fill these weeks, which are traditionally harder to fill.

Caretaker's Report: There were no major breakdowns this summer. The merry-go-round and other playground equipment were relocated. In-room heating was also installed. Projects in the year ahead include noise reduction, cosmetic cottage updates, and new Inn room dressers. We will be doing some fundraising this year to help refurbish the archway and entrance to Camp.

Archives update. A new archives display was created to depict "modern conveniences" at Camp. This interactive, museum-quality display took 23 people and eight weeks to complete under the leadership of Ryan McKenna. Ryan was thanked for his efforts.

Bookkeeper Transition: Thanks to Stan and Karla Woell who will both have retired by the beginning of 2010. Stan's volunteer bookkeeper role will be incorporated into Mike Pasche's responsibilities.

Treasurer's Report, Norm Ulbrich for Treasurer Chris Schumann

Norm provided an overview of the LCA's financial standing as of September 30, 2009. We need to applaud the management team and the LCA membership for the positive results obtained in driving revenue and managing expenses despite a bleak outlook. Performance in this area exceeded expectations.

Many areas of saving represent deferred expenses rather than expense eliminations. Target profit in the new accounting system is approximately \$55-\$60 thousand (As opposed to \$35,000 in the prior system.) We are in the \$50 thousand range for this year. Donations to the Forward Fund are down, as expected. The Financial Aid Fund paid out the most scholarship grants in Camp history – a total of \$14,000. The Foundation has recovered losses and returned to levels seen in September 2008. See Norm's report for full details.

A full report is included with these minutes. Highlights of that report include the following:

- Total net assets \$3,254,800
- Unrestricted cash assets total
- Add details from Norm
- General fund is a bit below last year but is good compared to budget and expectations.
- General Fund expenses were favorable. Staff was frugal regarding expenses. But we have Anticipate it to \$55,000 - \$60,000 by year end.

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- Forward Fund
- Financial aid fund. We had the most donated to this fund ever this year.
- Foundation – we have recovered past losses.
- Long Term Investments

Norm thanked Stan for his top-notch service over the last several years.

ACCA Report, Carol Weber

There are 64 cottages/lots in the Cottage Colony. Two new cottages were completed this year. Carol acknowledged Kay Gunderson, John Steben and Marilyn Bricker who are also ACCA members.

Foundation Report, Norm Ulbrich for Paul Roettger

Norm reminded members about the benefit of donating to the Foundation. Investments are up 15%. Foundation’s assets have grown in the last several years. See other notes from his presentation.

Strategic Plan Report, Tom Dierking for Steve Roskam

Tom announced that the board approved yesterday the 3 – 5-year strategic plan for Camp Arcadia. Tom provided reminders regarding the plan’s development and the Camp’s mission statement. He shared the vision for the plan, which is: In the next 3 – 5 years Camp Arcadia will increase its organizational sophistication, become more financially stable, improve communication with guests, provide a more consistent and meaningful program experience, and make minor facility improvements while developing a facility master plan. The completion of the beach erosion project, which is a significant financial commitment, will be one of the most important accomplishments of the next 3 – 5 years. A full-time program director will be hired and an assistant manager program will be developed to work with the existing management staff to implement the strategic plan.

The plan calls for the board to evaluate and develop efforts in five categories, including leadership, financial resource management, the program experience for quality and consistency, facilities, and communications. The strategic plan will be accomplished consistently with key foundational principles, including

- Families are the main focus of Camp Arcadia’s ministry.
- Camp Arcadia is a ministry in the Lutheran tradition.
- Camp Arcadia is the primary site for our ministry.
- In order to foster community, the number of registered guests will be kept to a maximum of 200 – 225.
- Maintain a strong and cooperative relationship with the Arcadia Cottage Colony and Arcadia Township.
- Our financial model has the following characteristics:
 - Registration revenue will cover the majority of operating expenses.
 - The annual budget will be developed with a goal of a 5% surplus of operating revenue.
 - Prudently take on debt to achieve goals.

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- Annual fundraising will provide for additions, improvements and financial scholarships for guests.
- Management staff development and retention are keys to achieving ministry goals.
- Camp Arcadia is committed to being a good steward of God's creation by utilizing environmentally sustainable practices.

Ideas for future consideration are included in the strategic plan document in order to ensure continuity of key initiatives. These ideas include implementing a facilities master plan, the Chapel on the Beach/outdoor amphitheater, an artisan/intellectual community/sabbatical program, green technology investment, and further efforts to accommodate an increasing number of ACCA and Town Cottager guests.

John Steben asked for clarification regarding the Chapel on the Beach, which is on the list of ideas for future consideration. Chip explained that this does not mean that this project has to be held for five years if an opportunity for development were to present earlier. This project is being considered in tandem with the beach erosion effort and necessary beach access.

Beach Erosion Project Update, Bill Beck

The project is being led by a high-performing committee comprised of both LCA and ACCA members, including Ed Schinner, Carol Webber and Scott Miller. Mike Dourson is new chair person, taking over for Bill, who will remain involved. The late summer dredging project was unsuccessful; the contract with the dredging contractor was cancelled and no payments were made. We continue to foster our relationship with the Army Corp, which is targeting RKD for the 2010 dredge. We have signed the contract for the Sandgrabber three-year pilot project, which will probably begin in spring 2010. Sandgrabber is a company that was brought to the attention of the LCA Board by Ken Breimeier, Frank Miller and Keith Counsel. The Sandgrabbers act as breakwaters and will be placed parallel to the beach about 100 feet out in front of the tennis courts. The pilot has the advantage of being free and removable as compared with the Holmberg system. If they really work, we may be able to forego groin repair and we won't have to worry about fortifying our seawalls. The condition of ACCA roads needs to be considered and planned for during Sandgrabber installation project. Depending on results, we can add Sandgrabber units at our discretion to sections of the beach not used for recreation. In summary, we continue to pursue low cost options with potential long-term benefits – a combination of dredged sand, sand grabber, groin repair and seawall update.

Off-Site Accomodations Committee, Tom Johnson

Tom summarized the committee's activity which was focused on making sure Camp was meeting needs of those who reside off-site but use Camp's facilities. Two particular topics were the focus: communication between the Camp and off-site guests and rates for participation. An existing policy was updated and will be followed in the future. The new town cottager policy was distributed to those impacted. Those who wish to see the policy or list of current town cottagers should contact Tom.

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By-Law Discussion, Martha Dourson

Martha introduced the discussion of the potential purchase of the Muldaven Family's triangular property adjacent to Camp Arcadia's bordered by Lake and Spruce. The board is interested in securing an approach that is acceptable by the LCA members for quickly acting should this property become available for sale within a tight timeframe. Martha introduced a motion authored by Carol Weber which could make this activity possible.

MSC: Motion that an LCA board member or members shall be authorized by said board to negotiate for the purchase of property described as parcel number 01-600-010-00, Manistee County, in an amount to be decided at an LCA board meeting and by a unanimous vote of the same board. *Motioned by Carol Weber, seconded by John Steben. The motioned was amended after discussion to include an additional sentence: Motion that an LCA board member or members shall be authorized by said board to negotiate for the purchase of property described as parcel number 01-600-010-00, Manistee County, Michigan, in an amount to be decided at an LCA board meeting and by a unanimous vote of the same board. All negotiations and terms of sale shall remain confidential until closing. The motion was unanimously carried.*

Kay Gunderson asked if we believe we have sufficient funds to cover such a purchase. Norm Ulbrich explained that we have \$130,000 earmarked for such a purpose.

Results of Elections

Karen Spencer announced that the following individuals had been elected/re-elected to the LCA Board of Directors. LCA board members re-elected include Kathy Beumer Allen, Sandy Becker, and Chris Schumann. Foundation board members elected include Molly Taylor and Phil Ebeling.

Membership Questions and Feedback

Martha invited questions from members. Marilyn Albrecht announced that Lot #3 is for sale in the cottage colony and distributed information about it.

Final Reminders

The LCA board and members thanked Marilyn Brickler with a standing ovation for her many contributions of time and talent to the LCA board and membership during her nine years of service. Marilyn again thanked the membership and expressed her appreciation for fellow board members and Camp management.

Martha also thanked Paul Roettger, outgoing Arcadia Foundation board member, for his extensive contribution to the board.

Martha asked for feedback about the idea of moving the annual meeting to another venue next year. The annual meeting would then be separate from work weekend. Valparaiso University is the alternative site being considered. Discussion followed. Several in attendance expressed their preference for keeping the meeting and work weekend combined for efficiency. Someone asked about attendance numbers when the

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meeting is held off-site. Karla Woell shared that meetings in Valpo and other places had an attendance of about 80; meetings held at Camp gather approximately 60-70 attendees.

Adjournment and Closing Prayer

MSC: Motion to adjourn was entertained at 2:55 p.m. *Made by Tom Steben and seconded by Dorothy Zahora. Unanimously approved.*

Pastor Yonker closed the meeting by leading the membership with the doxology.

Following the meeting, the LCA board met and elected Bill Beck as Vice President of the board. He will take over as chair of the personnel committee now that Marilyn Brickler's term has expired. Re-elections included Martha Dourson as president, Chris Schuman as treasurer, and Kathy Allen as secretary. Bill Beck was appointed as the liaison to the ACCA board. Sandy Becker was welcomed to the board and appointed to the Personnel Committee. Karen Spencer will also join the Personnel Committee.

Board members received the conflict of interest policy and signed a conflict of interest statement.

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