

MINUTES

Lutheran Camp Association Annual Meeting

Saturday, November 5, 2011

Boulevard Inn, St. Joseph, Michigan

Welcome

The meeting was called to order at 10:02 a.m. by President Martha Dourson, who welcomed all members present to the annual meeting in Camp's 89th year.

Opening Devotion and Prayer

Pastor Bill Yonker, the LCA Board's chaplain, opened with prayer and led a devotion that focused on forgiveness and Christ's undeniable love for us.

Pastor Yonker read the names of the LCA members who have received the Crown of Glory since the last LCA Annual meeting: Maggie Littman, Rick Kelley, John Weber, Sr., John "Doc" Friedrich, Ray Kimpel, David Keil, Dick Korthals and Ruth Kienman.

Introduction of LCA Board Members, Tellers

Martha Dourson introduced LCA board members present, including Carol Weber, Tom Johnson, George Wojtan, Chris Schumann, Bill Beck, Sandy Becker, David Wilkins, Steve Roskam, and Kathy Allen.

The tellers for the day were identified and included Mike Dourson, Bill Yonker and Mike Boice.

Approval of 2010 LCA Annual Meeting Minutes

MSC: Motion to accept minutes as presented from the October 2010 meeting.

Motioned by Tom Brown, unanimously approved.

Affirmation of Quorum

Steve Roskam confirmed that a quorum of the membership was present for today's meeting. There are 981 LCA members. One-fourth of the members are needed for a quorum (245). Today, 39 voting units are present in person, holding 340 proxies, representing 379 LCA memberships/total votes.

President's Report

Martha shared information about a successful year. Camp's budget was met and family weeks were filled. This was the first year with a fulltime program director, which increased the focus on the quality of the program, freed up Chips' time and subsequently fostered better organization, new ideas, energy, and vitality for guests.

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Other highlights of the year included the purchase of Muldavan property. There currently are no plans for the use of that property. The Camp will be applying for county tax exemption.

Martha announced that there will be a freeze on future town cottager applications while a Board committee reviews the entire process and demands of an increasing Camp community. The committee has been charged with considering access to Camp, impact on Camp operations, expense, revenue, and other factors.

Martha also shared the Board has decided to add cross to the Camp's entrance sign. The timeline of this project is to be determined. Revisions to the sign will be reviewed by LCA Board members at the March meeting. The Camp will continue to use its present logo until a modified logo is approved.

Other efforts underway, per Martha, as part of strategic plan are the Chapel on the Beach, increased annual fundraising, executive director development, enhanced marketing, strengthening of the Foundation, and program enhancements. In the future, the Board and staff will be working on a facilities master plan and the beach erosion situation. Evaluation of the Sandgrabber unit for the purpose of beach erosion continues. The devices seems to be working, but ongoing monitoring and measurement will tell for sure.

Election of Candidates – Steve Roskam

Steve Roskam announced the slate of candidates for today's election and introduced the candidates who were present. Those under consideration for election at the meeting included, for the LCA Board of Directors, five individuals to be elected for three-year terms:

- *Bill Beck – third term
- Ryan Kotenko
- *Steve Roskam – third term
- Karl Shiningier
- *George Wojtan – second term

For the Arcadia Foundation Board, two candidates were identified to be elected for three-year terms:

- Kristin Anderson
- Paul Lauber

*incumbents

Steve Roskam reviewed the guidelines for voting with or without proxies, and asked for nominations from the floor. There were none.

MSC: Motion to accept the slate of candidates. *Carol Weber made the motion, unanimously accepted.*

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Reports and New Business

Executive Director's Report, Chip May

Chip opened his comments with the summary that Camp Arcadia is pretty simple. The experience is all about stories we tell, which he is collecting and sharing regularly.

Attendance: Attendance numbers are strong. We ended the year 1% under budget as far as revenue is concerned. Family weeks were full. Camp served just 30 less guests than last year. The Alpha Retreat (new name!) for 8th and 9th graders and Lutherhostel could be fuller so we are working hard to promote them. Chip invites LCA member feedback on the Lutherhostel week idea, as he and staff will be taking a serious look at programming for that week.

Financial aid: A total of \$13,000 in scholarships was awarded this year, \$10,000 of which went to those attending family weeks.

Staff: Staff were on the young side this year. Repeat staffers led the group in establishing a positive and accountable environment from the start and their own growth was obvious. Jake Roskam stayed the entire season as the assistant cook, which was very helpful. Kyle coordinated end of season staff, which was very much appreciated. Pastor Yonker's presence as staff chaplain was a wonderful addition.

Program and Deans Program: The introduction of a cause this year, specifically the Lutheran Malaria project, was well received. The Daybreak all-Camp devotion gathering will be fine-tuned after lessons learned its first year. Chip welcomes feedback. Arcadia Evening Prayer, in its second year, is becoming part of the rhythm of Camp. Ga-Ga ball was an astronomically popular addition with the kids. Former staffer Gabe Kasper did a great job as a first-time dean. The Glusenkamp family week with the concert by Peter Mayer was a highlight. Deans Marva Dawn and John Kleinig from Australia, were also outstanding additions.

Schedule for 2012: The schedule is posted on the website and has been mailed to all LCA members. Lots of new deans are featured. A church music leader/cantor is on the schedule twice thanks to the JS Bach Endowment for Church Music. A new, more inclusive format for church music is a focus every other year. The couples' retreat will be repeated. Two weddings are planned in 2012.

Beach erosion: Dredging two years ago helped Camp's beach grow. This was not available in 2011 due to a permitting problem. We are working diligently with the Arcadia Township to facilitate necessary permit changes to make sure sand is deposited in an advantageous place for Camp if dredging is done in 2012. The Sandgrabber project is still under evaluation. It is a two-year study project.

Chapel on the Beach:

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Chip recapped the concept of quest to establish an outdoor worship venue. The structure will accommodate multiple uses, including morning youth, worship services, vespers, concerts, nighttime campfires, weddings and other celebrations. Considerations for the project design include the sun, wheelchair accessibility, comfort, sound, lighting, longevity, and compatibility with Camp environment, just to name a few. The Board has asked staff to go back to the architect to get more detailed drawings, pricing, phasing options, etc. The estimated cost is \$150,000-\$200,000. The decision to proceed with project and how will be made by the Board in January. The goal is to complete the installation by the start of family weeks in 2012. The venue will include seating for 250 people, storage for sound system elements, a focal cross and an altar. Fundraising will be required to complete the project.

Increased emphasis on promotion and communication: The Camp brochure was just mailed. Michigan churches will receive a poster to encourage Michiganders to use Camp, especially for Spring and Fall retreats. New Foundation brochures and Teen Week information cards are also available. Chip will visit St. Louis next week to participate in several informative gatherings.

Town cottager application freeze: Chip explained that the number of people buying homes in town is increasing, prompting us to ask how many people can Camp absorb? How does it affect the guest experience? There have been different practices over the years in this regard. What's best for Camp's ministry is the main concern. The Board will freeze the number of Town Cottagers for two years while they consider the best way to handle the growth. We will be letting people know in our communications how the committee's work is progressing. Chip reminded the assembly that despite the freeze Camp use is still possible by paying the daily use fee if there is room at Camp.

Treasurer's Report, Chris Schumann and Norm Ulbrich

God continues to be good to Camp Arcadia from the financial perspective. The LCA Board has become significantly more sophisticated. Strong financial controls have been established by policy. Total net assets as of September 30, 2011 are \$3,283,300. This includes \$395,500 in net unrestricted current assets, \$527,300 in long term investments, \$65,000 in restricted Forward Fund Assets, \$6,200 in Financial Aid Fund Assets, \$258,000 in Arcadia Foundation Assets, for a total \$2,030,800 net book value of land and buildings. Long term investment funds were tapped into in 2011 for the purchase of the Muldavan Property, allowing us to quickly take action to buy without impacting operating funds.

Total revenue is in excess of \$1 million. Expenses total \$800,000 through nine months. Norm projects a profit \$20,000 or better, which will exceed the budget.

Long-range Facility Plans - Chris Schumann shared the board and staff are contemplating additions to the Inn and other facility changes based on guiding principles to keep the community about the same size, encourage community, and bring all guests back to the central campus. The Board has asked the management team to get proposals for an engineering study to see if Inn can structurally accommodate the

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addition of a third floor and to get architectural renderings and expense. The goal is to create a well-crafted plan for going forward. The Board will review these things at the March 2012 meeting.

ACCA Report, David Wilkins - ACCA President Carol Weber

A new cottage is being constructed this year for occupancy in the summer. There will then be 52 cottages on the 64 lots in the colony.

Foundation Report, Sandy Becker

The committee's activity has been reenergized. A fund manager has been hired. The brochure has been updated and is available. The committee will be devising a new fund distribution policy.

At 12:15 p.m., the assembly broke for lunch. The meeting resumed at 1 p.m.

By-Laws Revision – Martha Dourson and Carol Weber

Martha noted that the last bylaw revision occurred in 2006. A Board committee has been formed to regularly review bylaws and develop necessary revisions. The proposed bylaw changes have been reviewed by an attorney, then were approved by the Board at May 2011 meeting. The committee members included Carol Weber, Scott Miller, Martha Dourson and Tom Johnson. Notice of the changes was mailed to members in advance of the annual meeting and voting according to the bylaws.

Carol Weber opened the floor for questions and discussion followed.

It was recommended from that floor that an addition to the bylaws be made to indicate how soon after joining a member can get involved in early registration. It is implied that memberships must be approved by the Board prior to enjoying voting and early registration rights. To vote, memberships must be approved prior to the 30/45 days' notice.

It was further noted that the plan is to establish the first weekend of November as the standard meeting weekend for the annual meeting.

It was also noted that there are no plans for electronic voting at this time, but that the proposed change to Article 7, Section 5 allows for the opportunity to explore this option.

Motion: By Carol Weber that we accept the bylaw changes as proposed as distributed to the membership prior to this meeting with the following adjustments:
Article VI, section 1: insert "board" approval so that the addition reads: In the event the Treasurer is unavailable, the President shall provide documented *board* approval for disbursements in excess of \$10,000, for non-budgeted items. In Section 4 a similar change would be made so that the addition reads: provide documented *board* approval for purchases that exceed \$10,000 for non-budgeted items. *Unanimously approved with no abstentions.*

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Results of Elections, Martha Dourson

Steve Roskam announced that the following individuals had been elected/re-elected to the LCA Board of Directors. LCA Board members re-elected include Bill Beck, Steve Roskam and George Wojtan. Kristin Anderson and Paul Lauber were elected to the Foundation Board.

Membership Questions and Feedback

A time for questions and answers from members present followed. There was a suggestion that Camp start planning for a 100th anniversary celebration. Chip noted that Archivist Ryan McKenna is already thinking that way and work has begun. It was suggested that a commemorative T-shirt for the 90th anniversary be created and include a cross. One member voiced thanks for the "C is for Camp" book. There was a request to revisit the summer staff base salary rate, and there was a request to see job descriptions and salary details for the management staff. The board will consider these requests. The suggestion to consider an e-commerce site for ordering Camp wear and other merchandise was made. Chip noted that this idea was being considered as part of Camp's strategic plan. An update to the Camp's laundry facilities is being planned.

Final Remarks, Martha Dourson

Martha thanked Carol Weber for organizing the meeting. The 2012 meeting will be held Saturday, November 3.

Adjournment and Closing Prayer

MSC: Motion to adjourn was entertained at 1:42 p.m. Made by Carol Weber. Unanimously approved.

The meeting closed with the Doxology.

Following the meeting, the LCA Board met and re-elected Martha Dourson as president, Steve Roskam as Vice President, Chris Schuman as treasurer and Kathy Allen as secretary of the board.

Respectfully submitted,

Kathy Allen
LCA Board Secretary

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