

Draft Minutes
A Year in the Life of Rowe Center: 2016-2017
Annual Meeting of UU Rowe Camp and Conference Center
Saturday, September 16, 2017 at 2:30 p.m.

Officers and Trustees Present:

- Albert Mussad, Trustee, President
- Cynthia Bolling, Trustee, Vice President
- Betsey Miller, Trustee, Treasurer
- Liam McRae, Trustee, Clerk
- Heather Day, Trustee, Member-at-Large

Total voting Members present: 45

1. Call to Order and Welcome (*Albert Mussad, President*)

A quorum of 45 members was achieved and the meeting was called to order.

2. Approval of Sept. 17, 2016 Annual Meeting Minutes (Liam McRae, Clerk)

Sept. 17, 2016 Annual Meeting Minutes were circulated and read.

Sue Baldauf moved that the Sept. 17, 2016 Annual Meeting Minutes be approved as printed.
Cynthia Loewy seconded.

Eric Miller moved that Sept. 17, 2016 Annual Meeting Minutes be amended to strike the reports that were not read at the meeting, and append them instead. Cynthia Loewy seconded.

Votes in favor: 39

Votes opposed: 0

Abstentions: 2

The amendment was passed 39-0.

Vote to approve the Sept. 17, 2016 Annual Meeting Minutes as amended:

Votes in favor: 43

Votes opposed: 0

Abstentions: 0

The motion carried 43-0.

3. Nominating Committee Report and Presentation of 2017-2018 Trustees for Election (Cynthia Bolling, Chair, Nominating Committee)

Nominating Committee Report (*Cynthia Bolling, Chair, Nominating Committee*)

The nominating committee consists of Cynthia Bolling, Chair, Felicity Pickett, Executive Director, and Maria Cecilia DeFerrari, member.

We want to recognize the departure of three members of the Board who have served Rowe faithfully over the years: Clay Connor, Salena Migeot and Lisbet Taylor. Clay started out at Rowe as a camper in the 70s, and has faithfully supported Rowe as a Board member for the past seven-plus years, serving variously as Clerk and member-at-large.

Salena Migeot has served on the Board for three years and has been Co-Chair, Development, and Co-Chair, Governance Committee. Lisbet Taylor has served on the Board for two years, most recently as Development Committee Chair.

Terms of Service

The terms of service of all trustees to be nominated are the ones in effect with our current bylaws: two years for officers and three years for members-at-large.

If our new bylaws pass, the terms of service for all trustees will eventually be three years, for a maximum of two terms, and then one year off. But not yet. Our new bylaws allow for flexibility in the terms of service, mainly so that we can keep them staggered. In other words, the ending dates for terms are spread out over a three-year period. In order to keep them that way, we are letting the old terms of service run out for everyone. So officers' terms of service will be two years, even if they're renewing their terms. The term of service for members-at-large is three years, but again, for continuity's sake, we're letting the current term of service run out. This will allow Board members to serve out the terms they have agreed to, while keeping them staggered.

Nominating Process

While the nominating process we're using now has been in place for many years, we are aware that we still have work to do to open it to more member participation. Regardless of the outcome of the bylaws vote, over the next year, we will be looking at ways to make that happen.

Presentation of 2017-2018 Trustees for Election

The Nominating Committee submits the following nominations to the Board of Trustees to our members:

<u>Candidate</u>	<u>Office</u>	<u>Term Ends</u>
Albert Mussad	President	2-year term, until 2019
Cynthia Bolling	Vice President	2-year term, until 2019
Tricia Larkin	Member-at-Large	3-year term, until 2018
Thomas Allan	Member-at-Large	3-year term, until 2019
Desiree Lawrence	Member-at-Large	3-year term, until 2019

The members of the Board of Trustees who will continue in their current positions are:

<u>Member</u>	<u>Office</u>	<u>Term Ends</u>
Betsey Miller	Treasurer	2018
Liam McRae	Clerk	2018
Heather Day	Member-at-Large	2019

Call for a **motion:** (I move that the nominated list of Rowe trustees be approved as presented.)

—Cynthia Bolling, Chair, Nominating Committee

Al Benford moved that the slate of Trustees be approved as presented. Sue Baldauf seconded.

Votes in favor: 45
Votes opposed: 0
Abstentions: 0
The motion carried 45-0.

4. Finance Report and Presentation of Proposed 2017-2018 Budget (*Betsey Miller, Treasurer and Chair, Finance/Investment Committee*)

Albert asked for a motion to move that the budget for 2017 – 2018 budget be approved as presented. Mark hattan so moved. Al benford seconds.

It has been moved and seconded that the motion as stated be approved as presented.

Votes in favor: 43
Votes opposed: 0
Abstentions: 0
The motion carried 43-0.

5. Investment Report (*Julie Baeder, Vice President, Wealth Management, Morgan Stanley*)

Julie Baeder reviewed the performance of Rowe's portfolio, emphasizing that even though we seem to be at the top of the market now, it's not good practice to respond to that -- this is a long-term investment portfolio. Since Morgan Stanley began managing the account, our investment portfolio has increased by \$106,000. Full investment portfolio report attached to the minutes.

6. Bylaws Committee Report and Motion for a Vote on Proposed Restatement of the Corporation's Bylaws and Proposed Revision of the Corporation's Articles of Organization

Bylaws Committee Report (*Cynthia Bolling, Chair, Bylaws Committee, Parliamentarian*)

The Bylaws Committee consists of Cynthia Bolling, Chair, Douglas Wilson, Executive Director Emeritus, and Betsey Miller, Trustee and Treasurer. The committee last met in April 2017.

After a two-year Bylaws revision and comment process, at its May 7, 2017, meeting, the board approved final Restated Bylaws and Articles of Organization as recommended by the Bylaws Committee and approved distribution of these documents to the members.

In June 2017, we mailed the Restated Bylaws and Articles of Organization to the members in a governance package. The package also included the current Bylaws, explanatory material, and a Proxy Vote Form. In accordance with Article X of Rowe's current bylaws, the Board authorized circulation of the Proxy Vote form by mail to the entire Rowe membership, requesting that members not intending to be present in person at the 2017 Annual Meeting of the Corporation use it to vote.

An instruction on the June proxy vote form drew objections from a few members who viewed it as a voting limitation. The instruction was included because at last year's Annual Meeting, members voted to add a threshold question prior to a vote on the proposed Restated Bylaws. While we thought the original Proxy Vote Form was clear enough, the Board decided to reissue the ballot at the beginning of August to avoid any confusion.

The new, reissued, August Proxy Vote Form contains the exact same questions as the June form, but the instruction, "Please cast your vote for Question B ONLY if you answered "YES" to Question A, above" was deleted.

All June proxy vote forms received have been put aside and will not be counted. All of the proxy vote forms distributed in August that have been received have been opened and alphabetized by a Rowe staff member, in confidence, but not yet counted. Today, we'll proceed with the in-person vote on the Restated Bylaws and Articles. The proxy vote forms will also be cast by proxies during the in-person voting and will be counted at the same time.

The president has appointed the Bylaws Committee as tellers to count the votes and certify the results. Up to two people can observe this procedure, which will take place outside of the meeting room. If you wish to be an observer, raise your right hand and state your name now, please.

The results of today's vote will determine how we proceed; we'll be sure to discuss that during the open-forum section of the meeting.

Annie Crockett and Kevin Hale volunteered to be observers of the vote count.

Voting Procedure

For the sake of efficiency, the two questions for the bylaws (one of which we were required to add by a vote of members at last year's annual meeting), and the single question for the articles will appear on one ballot.

Voting. When discussion has been closed, you'll be invited to leave your seats and move about the room so that you can mark your ballots with some privacy if you wish.

Collection of votes. When you're done, fold your ballots, blank side out, and deposit them in the ballot box yourself. Please do not fold in anyone else's ballot with your own. If you're holding a proxy for someone else, fold it up separately and simply deposit it in the box. We'll recess and the bylaws committee (Doug, myself, and Betsey) will count the ballots handed in today and the ones that came in by mail. If you wish to be an observer, raise your right hand and state your name now, please. Annie Crockett and Kevin Hale volunteered to be observers of the vote count.

Is there any part of this process that is not understood? Are there any questions?

Respectfully submitted

Cynthia Bolling, Chair, Bylaws Committee

Vote - Bylaws and Articles

Cynthia Bolling moved that the following three questions be presented for a vote of the qualified members of **U.U. Rowe Camp and Conference Center, Inc. (Rowe)**:

A. Do the **Rowe** Bylaws need to be changed?

B. Should **Rowe** replace the current bylaws with the Restated Bylaws circulated with the proxy and in-person vote forms?

C. Should **Rowe** adopt the Restated Articles of Organization circulated with the proxy and in-person vote form?

Eric Miller seconded.

Some Discussion Highlights

Vote is on entire documents. After a six-month discussion process and mailing of proxy ballots with the entire text of the Bylaws and Articles, at this point members must vote yes or no on the whole documents.

Executive sessions. When asked, Attorney Reinhardt said that personnel matters are chief among the issues that are considered in executive sessions. That's because, of the legal claims brought against nonprofits like ours, the vast majority are employment claims. So those issues have to be managed carefully.

Executive sessions are allowed by Massachusetts law. However, to be more clear about why they're held, during the next fiscal year, the Board plans to develop and publish a policy that clearly states when executive sessions will be called. Such sessions tend to deal with confidential information involving personnel, incidents that happen at camp, or salary negotiations with the Executive Director (but not the outcome of the negotiation).

Explanation of the differences in the amount of votes needed for mergers (2/3 vote of all members) and dissolution of the corporation (a majority of members voting). These amounts are governed by Massachusetts law.

Bylaws don't contain language about no board member being able to profit by dissolution. The dissolution clause, which does contain such language, was moved to the Articles, where it most properly belongs.

A board member can't vote at a regular board meeting, but can still be counted for quorum purposes. This is meant for specific issues; board members might recuse themselves because of a conflict of interest on one issue, but will still participate in the meeting on other issues.

What is a corporation? Attorney Reinhardt explained that a corporation is a legal person. The assets of a corporation must be exclusively devoted in service of its charitable purpose. The essence of that mission is permanent, and can't be changed by the members or the board.

After a lengthy discussion that involved consultation at times with Liz Reinhardt, Rowe's legal counsel, the members were invited to vote and deposit their ballots in the ballot box provided at the side of the room.

7. Special recognition (*Felicity Pickett, Executive Director*)

We are recognizing Cyrus Kano for his work. Cy came to work weeks for 15 years straight: 33 work weeks. He probably touched every single building on the grounds. Cy came at a time when we had just built the dining room and ran out of money and couldn't finish it. He did all kinds of work. He stopped coming to work weeks 5 years ago when he was 91. Through that whole time, he never stopped working. I want to recognize him for the work he's done.

8. Directors' Reports

a. Executive Director (*Felicity Pickett*)

We are finalizing our work on the strategic plan that we developed four years ago: finding new streams of income, developing the facilities by adding more bathrooms, and creating new long term training programs. You will hear more about our successes in the directors' reports.

When we created the Certificate Program in Spiritual Guidance there was a proposal to create this program under the umbrella of the Rowe Institute. At the time, it didn't seem like one program made an institute, but today we are moving in that direction. We have created the Spiritual Guidance Program, will be holding EAT – The Earth Activist Training, a certificate program in Permaculture again this year, will be launching the Rowe Institute for Vibrant Relationships, and are seeking funding for a new leadership program for social justice advocates.

One of the objectives under the creating new streams of income goal was grant writing and we have found some success in that area. A grant totaling \$20,000 from the UUA Funding Program provided start-up money and initial scholarships for the Spiritual Guidance Program and we have just submitted a similar proposal for the Social Justice Training. A \$25,000 grant from the Angell Foundation is providing scholarships so that we can support diversity in our adult programming as we did in our youth programs. We received a grant of \$4,000 from the Community Church of New York and \$1,500 from the Sillpoint Foundation, both for the Woodside Program. Additionally, the UU Funding Program provided tuition reimbursement for organizations who had received grants to attend Kim Klein's fundraising conference.

And while we have been working to finish up the 2014-2017 strategic plan, we have also been moving forward on our next steps to a succession plan for my retirement. This past year we focused on building the leadership team with the goal of creating a team that can keep Rowe stable during the transition to a new Executive Director. We have been reviewing job descriptions and looking at places where our responsibilities overlap or where responsibilities have shifted.. We have been intentionally working on team building using the book, *The Five Dysfunctions of a Team* and attended the program *Horse Sense*, a leadership training. As a team we have become more honest and direct with one another and our meetings are more energized. The plan is to ensure that the operations of the organization will remain stable, providing a new Executive Director with the time to settle in and get oriented.

This coming year we will be reviewing personnel policies and salaries, determining the skills we need to look for in a new Executive Director, putting together a search committee and a plan for the search, and making all the preparations needed to find the right person for this important position. The foundation work we have been doing this year will serve us well.

I am proud to be working with such a capable and talented team of Directors: Paulette, Arthur, and Cara. In addition, I am very grateful for the support of Greg,

our Finance and Office Manager and Molly, our Development and Marketing Coordinator. This entire staff is hard-working, competent, and creative. Reed, Janelle, and now Harmony all work very hard to serve this organization and to serve our guests. I feel assured in their ability to hold this precious place in my absence.

b. **Director of Operations** (Paulette Roccio)

This past year has been an exciting year in the Facilities Department and I am quite proud of what we have accomplished. The addition of The Director of Youth Programming position has shifted and alleviated some of my responsibilities making it possible for me to focus more of my time on projects that upgrade the facilities.

Last winter we added two new full bathrooms in The New Guest House, which falls in line with our strategic plan to add more private rooms with private bathrooms. All of the bedrooms in The New Guest house now have private full baths, bringing our total to 7 private rooms with private bathrooms. We scheduled the work during our slower period, which meant we were able to accomplish the project with very little loss of rental income.

We installed propane heating systems in our Winterized Cabins, allowing for more comfort of our guests who choose this type of accommodation. While the wood stoves that were previously there were quaint, participants often had a hard time regulating the temperature in the cabins which often resulted in our guests being either too hot or too cold.

As often happens, the comfort of the staff tends to fall low on our list of facility priorities. For a number of years the office staff has complained of the irregularity of the heating system in the office area. Very often it was extremely cold, sometimes less than 60 degrees. This year we completely upgraded the system.

The electrical system in the Rec Hall during camp season has also been a regular problem. It was not uncommon for the system to overload and for the breakers to pop, causing no electricity flow to the reach- in fridge, microwave, hot water urn and fans that keep the campers cool. This year we upgraded the electrical system and added a new box.

Our ranges in both the conference center kitchen and summer kitchen have been an ongoing issue due to their age. We have tried on a number of occasions to have them calibrated, but they were just too old to hold the calibration. In order to use the ranges, you would need to be educated on which ovens ran hot or cold and cooking in them required constant rotating. If the cooks were less than super vigilant the food would burn and in some instance burn on the outside and not cook on the inside. This year we purchased two new ranges for the conference

center kitchen and moved the conference center ranges to the summer kitchen. In response to our ever increasing feedback from our guests with allergies to dust and mold, we installed a beautiful new floor in The Rug Room and have removed the rugs and pillows which tend to hold on to allergens. We are also making efforts to refer to the Rug Room as Rhoda's Room after Rhoda Moore who came with her family to Rowe in the early 90's. Her husband donated, in Rhoda's memory, the money to remove the center post and extend the back part of the room.

As part of Felicity's 25th anniversary gift we were also able to have a mold expert conduct a complete facility mold evaluation which included air samples of all of our buildings. We received a very detailed report, hundreds of pages, which includes remediation techniques. As part of our contract with the mold expert, he will also consult on all efforts to improve air quality including new building projects. The report came as we were moving into the summer, so I have not had time to dive completely into it, but in summary we do have some areas of our campus with elevated levels of naturally occurring mold which we can remediate on our own. The levels are minimally elevated, nothing that would require outside remediation, and are naturally occurring mold – not the black mold that you hear of that makes people sick.

The second part of Felicity's 25th anniversary gift was the addition of the handicap accessible front door to the farmhouse which is in alignment with our strategic goal to make our facilities more welcoming to our guests who have mobility challenges.

In addition to our completed projects, we have many in the pipeline.

We are continuing work on our water project. Unfortunately, Mother Nature did not cooperate with our plan to build a new water storage facility this spring. Our contractor was unable to meet our deadline because the area where it will be built was still too wet to build as we approached summer camp. The plan is to have the facility constructed this fall.

One of our most challenging projects has been to have compostable toilets installed in the chapel. We have had many contractors come to look at the project, but have not had one willing to commit. The size of the composting unit in combination with the age of the chapel make it a project that is unappealing to contractors.

This past spring our building inspector decided to put a new requirement on our summer kitchen and has deemed it necessary for us to install a hood vent. He was gracious enough to let us go this past summer but it will be a requirement for an occupancy permit for next summer. We have contracted with someone to install the hood vent, but this has also been a challenging project as we have had to

consult with an engineer to determine the feasibility of hanging the hood vent from the ceiling. We are on target to have this project complete before winter. The next big project that will fall in line with our strategic plan to offer more private rooms with private bathrooms is an addition on the Orchard Guest House. We have consulted with a contractor and in the process of having plans drawn to make it possible to for each room in the Orchard Guest House to have a private bathroom. This plan also calls for the roof to be extended to prevent the water damage that we have seen in the past, foundation work and if within budget a large farmer's porch.

A project that is in the works, but somewhat outside of our control is the replacement of the bridge that leads from Zoar Rd. to Kings Hwy. I have met with the board of Selectman to coordinate timing and to prevent extended shut down of the bridge.

As responsibilities have shifted over the past year, I have found myself spending more time working on rental inquiries, or groups who wish to rent space from us for their meetings or retreats. This falls in line with our two of our strategic goals, generating other streams of income and building a stronger relationship with the UUA. I have found this to be challenging given that there are only limited time frames that our facility is available for use by outside groups, specifically on non-weekends and during our slower periods like winter, not high demand times to rent space. The closing ratio is a bit lower than a typical sales endeavor given our limited availability and I am able to close less than 1 out of 10 inquiries. We have had some success posting both the New Guest House and Joffee House by the brook on Airbnb for rental during the summer when those buildings are not in use.

We have also begun to build relationships with members of the UUA. We have a regular rental by a group of folks who regularly meet at Ferry Beach during the summer, we also rent to a group for a ministers retreat from the Clara Barton District. This past spring we rented to a youth group from the UU Urban Ministry out of Roxbury and next week have the new UUA President and her Leadership council renting space with us. We are also striving to work with groups that align with our principals; currently I am working with a group to host The Women of Color Activist Retreat.

c. **Director of Programming** (Arthur Samuelson)

Karen Judd moved that the remainder of the meeting be suspended and the meeting adjourned and minutes and remaining reports be posted to the website within 30 days. Ed "EJ" Gilbert seconded.

Votes in favor: 5

Votes opposed: 13

Abstentions: 2

The motion was rejected 13-5.

d. **Director of Youth Programming (Cara Downey)**

I was hired as the Youth Programming Director in August 2016 at the end of Senior High Camp. During the fall and winter I met with Directors of Religious Education, worked with our Youth Advisory Committee and visited congregations in Western Massachusetts, Connecticut, and the Boston area to discuss Rowe's Youth Camps. I also engaged in outreach at local schools, libraries, youth community centers, and other UU camps.

In spite of our efforts, we did not reach full camp enrollment for Junior High Camp and Young People's Camp. We had 63 campers for Junior High Camp and a combined total of 72 for Young People's Camp 1, 2, & 3. We had 78 campers for Senior High Camp. The most dramatic enrollment change from 2016 to 2017 was YPC 3, previously known as Transitions Camp. Over the last few years we have noticed a steady decline in registrations for this group.

In 2018, to address the decline, YPC 1, 2, & 3 will no longer be separated by age group. We will separate by program length and session date. Campers age 8-13 will have the option to register for either a one-week session or a two-week session. I plan to focus on increasing enrollment for all groups, but especially for the 11-13 age group.

In keeping with Rowe's long history of social justice and awareness, we added a Gender-Neutral Cabin option to our registration forms. The gender-neutral cabin option is not new to camp since Junior High Camp established its first gender-non-conforming cabin in 2015; however, after recognizing that our community, across all age groups, has grown to include more queer, trans, and questioning campers and staff, we knew our next step was to more formally implement gender-inclusive spaces at Rowe. This past summer we had gender-neutral cabins for YPC 3, Junior High, and Senior High.

In thinking about the future of Rowe's Camps, Camp Directors will be starting biannual meetings to foster a stronger line of communication between the camps. The current topics under discussion are: Behavior Standards, Supervision, Possible Changing of Camp Session Dates, and Implementation of a Leadership Pipeline/Informal Training Program for Staff. I believe a twice a year meeting, what I am calling our "Discussion" and "Action" meetings, will allow for the Directors and myself to create the unified camp front we are so hoping to see in the next coming summers.

This was my first full summer working with the camps. Since my role is new to Rowe it was a bit of a dance at first figuring out how I can best be of use to the directors and staff. I played around with the idea of being fully involved with the camp session, such as joining in during staff meetings and running workshops, but I settled on being a resource for the directors, staying more on the periphery and joining in the camp fun every once in a while. I feel that this approach was the appropriate one for my first summer but I am looking forward to what the 2018 sessions bring.

In addition to my camp responsibilities, during the non-camp season, I am Rowe's Volunteer Coordinator. From when I started in 2016 until today we have had and have a lovely bunch of hard-working long and short term volunteers. When I started in August I did not expect this to be the most challenging part of my position. Rowe is highly dependent on volunteers to help us carry out the day-to-day tasks. When we are down in volunteer numbers it does put a strain on the staff. However, when we have volunteers who are committed to the mission, willing to take on community living, and are excited for the opportunity for personal growth it really makes a difference.

9. Youth Programs Advisory Committee Report (Heather Day, Chair)

The Youth Programs Advisory Committee is comprised of 6 people, all former campers, and many former staff and directors. We've met over the last few months to coordinate outreach for Valley Gives, provide suggestions for improving camp enrollment, discuss ideas for re-engaging the younger generations of camp alumni, and explore the best ways to support the camps as they continue to grow and develop and sometimes experience growing pains along the way. One idea the committee is currently discussing involves the coordination of a reunion gathering of campers from the 90s, 00s, and 2010s. We will also continue to consider ways to support the camp community and develop resources and plans that will best assist the director of Youth Programming and the camp directors.

10. Development Committee Report (Molly Guest, Development Coordinator)

Development Annual Report- September 16th 2017

The total development revenues for FY17 were \$195,434 compared to \$182,278 in the previous year. Development expenses came slightly under budget at \$156,941. The total for general fundraising expenses came to \$47,675 with an additional \$100,084 in scholarships and \$52, 409 in restricted development projects.

Membership renewals are up \$2,187 for a total of \$10,736 compared to a budget of \$7,500. This was due to a more consistent process of sending out renewal notices. Unrestricted development came in at \$41,992 consistent with what we raised last year.

Board Fundraising was down over \$10,811 to \$24,958 compared to the previous year of \$37,769.

The Centennial Campaign is our 10 year capital campaign to celebrate our upcoming 100 year anniversary in 2024. The goal is to bring all of our facilities into good repair, so they will last us for another 100 years. The direct mail campaign raised \$8,349 more than the previous year for a total of \$22,972 combined with what the board raised for a total of \$36,812.

Our big kick off for our annual Woodside Diversity Scholarship Campaign started with Valley Gives day sponsored by the Community Foundation of Western Massachusetts. This was our second year participating and it was a huge success, with much credit going to Heather Day, the Youth Committee, the board and both Spiritual Guidance cohorts for all of their outreach and giving. Cara Downey and I attended several trainings given by the Community Foundation to prepare for the day of giving. We updated the Valley Gives website, added photos and even made a video to showcase the event and capture the spirit of camp. We earned a total of 11,400 in 24 hours, which was up over 27% over last year's giving. We have already started getting ready for next year's Valley Gives Day, which will be May 1st 2018. We plan to create a new video of Woodside recipients that we started filming this summer. Mark your calendars and make your giving go that much farther.

However, the Woodside Direct Mail Campaign giving was down \$2,960 this year, probably due in part to the amount of membership mailings surrounding the bylaws. We gave out \$65,735 in scholarships for Woodside. We have an additional \$1,938 from the Woodside Endowment that was processed in September and another additional \$3,086 in donations that have come in since the beginning of September, leaving us with \$7,494 deficit to raise this month to cover the scholarships we have already given out. We hope you will help us reach that goal by giving this weekend before you leave.

11. Highlights of Open Discussion Forum

- Social justice program. Will follow same structure as spiritual guidance. Winter programs will serve as electives.
- Programs for transgender folks. Being considered. We need to do more.

- Creating an arts camp based around nature that would again use what we already have in new way.
- Trainings for activists of color. The challenge is to bring larger numbers of people to Rowe so individuals who do come are not so isolated.
- Crowdsourcing. Being done, through our Valley Gives online fundraiser for campers.

12. Announcement of Bylaws Voting Results (Albert Mussad)

Teller's Report for Bylaws and Articles

Total number of votes cast for Question A 287

Total number of votes cast for Question B 286

Total number of votes cast for Question C 285

Number necessary for adoption

Question A (bylaws) – needs a majority of those voting 144

Question B (bylaws) – needs a majority of those voting 143

Question C (articles) – needs two-thirds of entire membership 434

Votes for the motion

Question A 253

Question B 236

Question C 241

Votes against the motion

Question A 34

Question B 50

Question C 44

Illegal votes: two ballots folded together, a ballot where the intent cannot be determined, a person whose name is not on the membership list (never paid, or paid after August 16, 2017)

In response to a point of information raised by Liz Reinhardt, the following wording and numbers in the Teller's Report were amended as follows:

Number necessary for adoption -

Question A - was changed from “needs a majority of those voting: 144; to “needs a two-thirds majority of those voting: 189, and

Question B - was changed from “needs a majority of those voting:143; to “needs a two-thirds majority of those voting: 190

There were no objections to the changes.

Results

Question A, there being a two-thirds majority voting in favor, the question is adopted.

Question B, there being a two-thirds majority voting in favor, the question is adopted. The proposed restated bylaws go into effect immediately.

Question C, there being less than two-thirds of all members in favor, the question is rejected. The current articles will remain in force.

13. Adjournment of Annual Meeting (*Albert Mussad*)

The meeting was adjourned at 7:05 pm.

	Actuals		Final	Draft 1	\$ Difference
	Sep '15 - Aug 16	Sep '16 - Jun 17	Budget 2016/2017	Budget 2017/2018	
INCOME - Development					
Income					
4 · Development					
Total 4070 · Legacies & bequests	11,250.00	0.00	0.00	0.00	0.00
Total 4400 · Board Development	35,769.70	19,202.00	60,500.00	50,500.00	-10,000.00
4500 · Unrestricted Development					
Total 45010 · Memberships	26,159.78	22,316.96	24,750.00	25,300.00	550.00
45020 · Major Donors--Unrestricted	4,300.00	13,492.11	7,500.00	15,000.00	7,500.00
45060 · Unsolicited Contributions	11,463.08	1,908.68	5,000.00	2,500.00	-2,500.00
45070 · Church/UUWF Contributions	0.00	0.00	250.00	250.00	0.00
45090 · CC Presenter Contribution	0.00	500.00	0.00	0.00	0.00
Total 4500 · Unrestricted Development	41,922.86	38,217.75	37,500.00	43,050.00	5,550.00
4600 · Restricted Development					
Total 4610 · Endowment Donations	1,000.00	1,300.00	1,000.00	1,000.00	0.00
4620 · Camperships					
4622 · KindredSpirits C'ship Donations	1,839.75	0.00	2,500.00	2,000.00	-500.00
4623 · Labor Day Campership Donations	1,830.00	1,098.00	2,000.00	1,500.00	-500.00
4625 · WC Karen Shelley Mem Scholarshp	1,300.00	1,125.00	600.00	1,000.00	400.00
4626 · WomenCircles Crone Fund	1,275.50	10.00	750.00	1,000.00	250.00
Total 4627 · Woodside Minority Campership	39,789.80	41,598.41	73,000.00	58,000.00	-15,000.00
4628 · Conference Center Scholarships	8,761.11	2,300.00	2,000.00	2,000.00	0.00
Total 4620 · Camperships	54,796.16	46,131.41	82,850.00	67,500.00	-15,350.00
4630 · Restricted Capital Drives					
4631 · Annual Fund Drive	14,872.69	22,000.41	25,000.00	25,000.00	0.00
4637 · Cabin Refresh	325.00	575.00	0.00	0.00	0.00
Total 4630 · Restricted Capital Drives	15,197.69	22,575.41	25,000.00	25,000.00	0.00
4650 · Water Fund	1,075.00	10.00	0.00	0.00	0.00
4651 · Water challenge match	325.00	0.00	0.00	0.00	0.00
Total 4660 · Development Projects	193.50	191.00	350.00	350.00	0.00
Total 4670 · Grants	7,500.00	36,295.00	10,000.00	35,000.00	25,000.00
Total 4690 · Miscellaneous Restricted Gift	13,207.77	15,563.80	3,200.00	6,400.00	3,200.00
4700 · Dividends & Interest Securities	40.50	21.60	100.00	100.00	0.00
Total 4600 · Restricted Development	93,335.62	122,088.22	112,500.00	100,350.00	-12,150.00
Total 4 · Total Development Income	182,278.18	179,507.97	220,500.00	228,900.00	8,400.00

INCOME - Operating

5 · Income From Operations

51 · Fees, Sales, Rentals

5110 · Conference Center Fees	597,467.54	581,068.51	642,934.00	638,000.00	-4,934.00
5111 · Labor Day Retreat	38,142.00	35,260.50	40,000.00	35,000.00	-5,000.00
Total 51151 · Spiritual Guidance Program	85,997.50	139,295.47	155,000.00	95,000.00	-60,000.00
51152 · Earth Activist Training	28,303.50	0.00	0.00	25,000.00	25,000.00

	Actuals		Final	Draft 1	\$ Difference
	Sep '15 - Aug 16	Sep '16 - Jun 17	Budget 2016/2017	Budget 2017/2018	
5120 · Camp Fees					
51202 · Junior High Camp Income	165,372.00	134,309.20	139,050.00	139,050.00	0.00
51203 · Kindred Spirits Camp Income	34,092.00	0.00	33,475.00	35,115.00	1,640.00
51206 · Senior High Camp Fees	136,380.00	0.00	149,350.00	160,000.00	10,650.00
51207 · Young People's Camp Income	48,150.00	0.00	61,800.00	85,000.00	23,200.00
51208 · WomenCircles Camp Income	1,500.00	0.00	8,000.00	2,000.00	-6,000.00
51210 · Young People's Camp Income	29,208.50	0.00	28,325.00	0.00	-28,325.00
51211 · Woman Soul Camp Income	12,302.00	0.00	15,000.00	15,550.00	550.00
Total 51213 · Skillset	13,440.00	11,865.00	15,000.00	15,000.00	0.00
Total 5120 · Camp Fees	440,444.50	146,174.20	450,000.00	451,715.00	1,715.00
Total 5140 · Rentals--Room and Other	36,802.00	31,274.33	62,240.00	45,985.00	-16,255.00
Total 5151 · Sales	-2,311.10	5,377.65	3,000.00	3,000.00	0.00
Total 5190 · Miscellaneous Income	237.14	244.89	550.00	350.00	-200.00
Total 51 · Fees, Sales, Rentals	1,225,087.08	938,762.55	1,353,724.00	1,294,050.00	-59,674.00
5199 · Uncategorized Income	450.00	0.00	0.00	0.00	0.00
5310 · Interest-savings/short-term inv	2,245.73	1,540.24	1,000.00	1,500.00	500.00
5320 · Dividends & interest-securities	41.85	64.80	750.00	100.00	-650.00
Total 5 · Income From Operations	1,227,824.66	940,367.59	1,355,474.00	1,295,650.00	-59,824.00
Total Income	\$ 1,410,102.84	\$ 1,119,875.56	\$ 1,575,974.00	\$ 1,524,550.00	-\$ 51,424.00
EXPENSES - Operating					
3 · Condense Item Adj. Expense					
Total 6100 · Conference Center Expenses	223,506.66	203,062.17	224,500.00	212,500.00	(12,000.00)
Total 6200 · Camp Expenses	138,460.84	14,208.09	139,650.00	140,472.00	822.00
6300 · Program Promotion					
6310 · Center Post Expense	28,250.28	22,826.84	25,000.00	24,000.00	-1,000.00
6320 · Publicity and Promotion-Other	5,615.45	2,078.44	5,500.00	4,000.00	-1,500.00
Total 6330 · Catalog Expenses	43,067.73	44,032.44	43,000.00	52,000.00	9,000.00
Total 6340 · website	5,835.00	2,760.00	5,000.00	2,500.00	(2,500.00)
6350 · General Assembly Exp	480.00	0.00	1,000.00	0.00	-1,000.00
Total 6300 · Program Promotion	83,248.46	71,697.72	79,500.00	82,500.00	3,000.00
Total 6450 · Wedding Expenses	0.00	0.00	3,000.00	0.00	-3,000.00
Total 6500 · Training Program Expenses	52,441.35	53,456.06	84,350.00	61,280.00	(23,070.00)
Total 6000 · Program Expenses	497,657.31	342,424.04	531,000.00	496,752.00	(34,248.00)
Tot 7000 · General and Administrative Exp					
Total 7100 · Salaries & related expenses	382,148.25	372,492.59	575,598.34	545,478.26	(30,120.08)
Total 7200 · Office Expenses	24,153.18	18,739.34	23,150.00	23,600.00	450.00
7300 · Facilities Expense					
Total 7310 · Maintenance Expenses	86,834.03	80,625.76	96,800.00	97,800.00	1,000.00
Total 7320 · Housekeeping Expenses	4,675.28	5,230.46	7,750.00	7,250.00	-500.00
Total 7330 · Auto Expense	10,849.31	4,592.12	11,000.00	9,000.00	-2,000.00
Total 7300 · Facilities Expense	102,358.62	90,448.34	115,550.00	114,050.00	-1,500.00
Total 7400 · Kitchen Expenses	16,417.45	5,626.88	8,500.00	8,500.00	0.00

	Actuals		Final	Draft 1	\$ Difference
	Sep '15 - Aug 16	Sep '16 - Jun 17	Budget 2016/2017	Budget 2017/2018	
7500 · General Expenses					
7505 · Depreciation Expense	79,812.00	66,510.00	79,812.00	80,909.16	1,097.16
7510 · Mortgage interest	8,900.71	6,339.10	7,439.39	6,032.51	-1,406.88
7511 · Mortgage interest - Zoar Rd	7,269.77	5,887.26	6,992.00	6,809.57	-182.43
Total 7515 · Interest expense - general	19,533.94	16,888.34	13,700.00	18,500.00	4,800.00
Total 7520 · Property & Liability Insurance	23,483.51	23,638.20	24,000.00	24,000.00	0.00
7525 · Non-Profit Gifts	0.00	2,000.00	2,000.00	2,000.00	0.00
7530 · Bad Debt	1,482.50	0.00	0.00	0.00	0.00
Total 7535 · Board of Trustee Expenses	590.53	4,457.52	1,250.00	2,500.00	1,250.00
7536 · Accounting fees	15,500.00	10,000.00	15,000.00	15,000.00	0.00
7545 · Legal fees	3,082.50	11,767.50	5,000.00	5,000.00	0.00
7555 · Membership dues - CU2C2	0.00	650.00	400.00	650.00	250.00
7570 · Miscellaneous Expenses	810.47	99.00	500.00	250.00	-250.00
Total 7500 · General Expenses	160,484.43	148,236.92	156,093.39	161,651.24	5,557.85
Total 7000 · General and Administrative Exp	685,561.93	635,544.07	878,891.73	853,279.50	(25,612.23)

Operating Income	1,227,824.66	940,367.59	1,355,474.00	1,295,650.00	(59,824.00)
Operating Expenses	1,183,219.24	977,968.11	1,409,891.73	1,350,031.50	(59,860.23)
Net from operations	44,605.42	(37,600.52)	(54,417.73)	(54,381.50)	36.23
Add back depreciation	79,812.00	66,510.00	79,812.00	80,909.16	1,097.16
Deduct Mortgage Principle	39,999.29	23,439.24	29,777.00	29,904.44	127.44
Net OPERATING after deductions	\$ 84,418.13	\$ 5,470.24	-\$ 4,382.73	-\$ 3,376.78	\$ 1,005.95

EXPENSES - Development

8100 · Restricted Expenses	1,170.68	1,928.29	0.00	0.00	0.00
8200 · Special Event Expenses	0.00	0.00	1,000.00	1,000.00	0.00
8210 · Iris Fund Projects Expense	0.00	1,254.63	1,000.00	500.00	-500.00
8220 · May Tree Artist in Residence	5,431.40	6,000.00	6,000.00	6,000.00	0.00
Total 8300 · Development Salaries	36,150.07	31,395.83	38,125.00	38,650.00	525.00
Total 8410 · Fundraising	8,389.07	8,922.72	9,000.00	8,000.00	(1,000.00)
Total 8500 · Campership Expenses	90,560.50	79,901.00	93,600.00	103,500.00	9,900.00
Total 8600 · Program Development	399.55	0.00	9,750.00	9,750.00	0.00
8000 · Development Expenses - Other	379.61	0.00	0.00	0.00	0.00
Total 8000 · Development Expenses	142,480.88	129,402.47	158,475.00	167,400.00	8,925.00

Development income	182,278.18	179,507.97	220,500.00	228,900.00	8,400.00
Development Expenses	142,480.88	129,402.47	158,475.00	167,400.00	8,925.00
Net from Development	39,797.30	50,105.50	62,025.00	61,500.00	-525.00
Capital Fund Project	37,367.69	35,365.41	57,000.00	57,000.00	0.00
Endowment Donations	12,250.00	1,300.00	1,000.00	1,000.00	0.00

	Actuals		Final		Draft 1		\$ Difference
	Sep '15 - Aug 16	Sep '16 - Jun 17	Budget 2016/2017	Budget 2017/2018			
Adj net from DEVELOPMENT	-\$ 9,820.39	\$ 13,440.09	\$ 4,025.00	\$ 3,500.00	-\$	525.00	

ADJUSTED TOTAL NET INCOME	\$ 74,597.74	\$ 18,910.33	-\$ 357.73	\$ 123.22	\$	480.95	
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Other Income

6800 · Unrealized gain (loss)							
6810 · Unrealized Gain/Loss Securities	26,763.67	37,258.86					
6800 · Unrealized gain (loss) - Other	1,109.46	1,553.84					
Total 6800 · Unrealized gain (loss)	27,873.13	38,812.70					
Total Other Income	27,873.13	38,812.70					
Total Other Expense							
Total Net other income	27,873.13	38,812.70					
Total Net Income	\$ 102,470.87	\$ 57,723.03					