

Board of Directors Meeting – January 21, 2016

The Board of Directors of Girl Scouts of Eastern Iowa and Western Illinois met at the Holiday Inn, Coralville, IA at 4:30 pm.

Present: Andrew Abbott, Lee Mowers, Nancy Franzen, Teresa Colgan, Jill Dashner, Tracy Schwind, Nancy Dunkel, John Cummings, Scott Illingsworth, Kasia Luebbe, Mallory Roudabush. Laurie Hamen, Katie Wiedemann, Theresa Dunkin, Marika Jones, Anne Ryerson and Cherlyn Foster.

Staff: Diane Nelson, Shelly Wells-Cain, Doug Nelson, Mahlon Sibert, Alison Henkle, Allison Johnson and Kathy Pinger.

Absent: Laura Hubbard, Sierra Pope, Carrie Rankin and Kay Sackwell-Breuer.

Welcome & Introductions:

Teresa Colgan welcomed those in attendance and declared a quorum. Julie Tanner, from Doyle and Kennan, P.C., our audit firm was our guest. Marika Jones, Chair of the Board Development Committee, introduced our newest member to the board, Laurie Hamen. Ms. Hamen J.D., is a higher education veteran with nearly 30 years of experience in student affairs, enrollment management, athletics, academics and grant procurement. She became Mount Mercy University's ninth president in February 2014.

Minute for the Mission:

Mallory Roudabush shared how Girl Scouts has helped her to become a more confident person with character and courage. She shared her dream to open a bakery of her own and that working with the cookie program she has learned organizational skills, money management, scheduling and budgeting. She also had the opportunity to make friends and learn communication skills through Girl Scouts.

Discussion: (see attached)

Julie Tanner, from Doyle and Kennan, P.C. presented an over view of the council's annual audit. Ms. Tanner said there were no problems during the audit. She met with the finance and audit committee and they stated there were no changes or problems in accounting. Lee Mowers moved that the audit be approved. The motion was seconded by John Cummings. All approved and the motion passed.

Consent Agenda: (see attached)

A motion was made to approve the items listed in the consent agenda by Andrew Abbott. It was seconded by John Cummings and the motion carried.

Finances: (see attached)

Lee Mowers and the Finance Committee suggested the council set up a separate account for the Capital Campaign funds. This account would handle all funds received and related to the camp expenditures. So far, all monies received for the Capital Campaign have been spent.

Lee also presented a motion to set up a line of credit at QC Bank and Trust for two million dollars for use towards the operating budget until the proceeds of the cookie sale are realized. The Rock Island Program Center would be used as collateral. Scott Illingsworth provided the second and the motion was carried.

Lee Mowers presented September, October and November financials. There were no issues with the financials. The financials were moved to motion by Lee Mowers, motion was seconded by Scott Illingsworth, motion passed

Approval of the December financials was postponed until the March meeting due to late notice.

Performance Excellence: (see attached)

Core Capacity Assessment Tool (CCAT) was shared with the Board by Allison Johnson. Results reviewed included the lifecycle score, strengths, challenges and recommendations. The results were favorable overall and will be used by council leadership during the strategic learning process. Focus items were to build our council capacity, continue with our core programs and challenge ourselves to expand our impact.

Andrew Abbott suggested inviting a troop to our board meetings so they can see what takes place and learn more about the board and governance.

John Cummings mentioned a number of ways our volunteers can be involved in committees such as Outdoor Program Committee, Leadership Advisory, Recognitions Committee and Gold Award Review Committee

Fund Development:

Shelly Cain, VP of Marketing and Communications for the council, announced that the Capital Campaign is currently at \$3.6 million dollars. Upcoming event plans include contacting previous donors to keep them updated, contact volunteers/members about the campaign and fund raisers Women of Distinction and Minnow Tank.

Property Committee: (see attached)

Scott Illingsworth presented an overview of property updates.

- The storage addition at the Waterloo office was completed last week. Office furniture has been installed and the ribbon cutting occurred November 3.
- Sales at the New Liberty property were finalized with Parcel D sold to Rick Meyer and Parcel C sold to Brad Mumm.
- The Executive Committee approved the sale of New Liberty Parcels A/B to Tony Wulf. Staff is currently working on finalizing the paperwork and sale agreement.
- Usage data on all 4 camp properties and the program center continue to be collected and compiled. The 2014 and 2015 year-end report is in Drop Box for review.
- With the first quarter of the fiscal year ending December 31, the 1Q usage reports for 2016 will be available for the property committee to review at the end of this month.

Horse Arena

- Walls and roof are nearly completed on the covered arena.
- The floor has been leveled and first layer of surface has been put down.
- The program center connected to the arena is being built.

Lodge

- The 3 bunk houses are completely enclosed, siding up, in the process of being taped and mudded, and showers are being installed.
- The dining/assembly area, trading post, and offices are framed, trusses set, and walls are going up.
- Work is meeting the timeline established. The mild weather in December was helpful.

- If you would like to see real-time progress, log on to the camera set at the site: webcam.girlscoutstoday.org.
- Pictures and progress can also be followed at: www.outdoorgirls.girlscoutstoday.org

Discussion ensued related to property usage (see attached) and plans for Camp Liberty.

- The Camp Guide was emailed to 169 VIC Campers on December 28th
- The Camp Guide was emailed to 13,000 Girl Scout households on January 4th
- Our new Double Knot property reservation system is being used for camp registration and the system will streamline the registration process for our customers.
- VIC registration opened for VIC campers on Monday, January 18th and so far we have 86 campers registered
- Outdoor Program Staff have already been out promoting camp at troop meetings, cookie rallies and Leader Meetings
- We have been getting great feedback on the Camp Guide and the session offerings
- A new program is being offered for girls going into grades 2 through 8 which is a basic week at camp. Girls in that program are guaranteed the opportunity to stay in the new lodge and we are hearing a lot of families excited about that opportunity. This session included two hours of choice time each day where girls can choose activities that they want to do beyond the basic girl planning of their week.
- The progressive equestrian program is staying the same for those girls already in the program.
- Three new equestrian programs have been added.
 - Younger girls get to try out the horses to whet their appetite for the program.
 - A Junior program is designed to earn the Girls Choice Outdoor Horse Badge but not part of the progression
 - A High School program is for girls who just want a chance to ride without having been in the progressive program.
- A new challenge program has been added to kick off high adventure at Camp Liberty. We have added a climbing wall and an 8 element high ropes course with a 300 foot zip line to our low ropes course and beginner zip line.
- Thanks to funding from Hy-Vee we are upgrading some activity areas including the pool, sports field and old dining hall with activities developed by our girl outdoor committee.
- Camp staff interviews began in January and we have already hired 12 staff members for the summer. We are excited to have them on board to help promote camp and be a part of the planning process.
 - 9 returning and 3 new

Andrew Abbott asked for a report showing where the girls are coming from for camp, both last year and this year. He also reported that the new Waterloo office space is very nice and provides some much needed storage area.

Presidents Report:

Teresa Colgan spoke to the board about a new format being used in the annual review of the CEO. It includes input from board members and staff members. Ms. Colgan went over the dates and locations for the up-coming Town Hall meetings and the annual meeting. She encouraged board members to attend as many Town Hall Meetings as possible and stressed the importance of board members meeting with the volunteers face to face. A report out was given on a meeting held in December by the Executive Committee related to clarification related to the sale of a parcel of land.

CEO Report:

CEO, Diane Nelson, shared information about the Annual meeting and the fact that Journey of the World will be held on the same afternoon. This year's Journey the World is focused on our year of the outdoors and is ***Journey the World: Explore the Outdoors***. Along with the troop country booths and cultural performances, this year's event will feature a wide variety of interactive activities put on by environmental agencies, as well as a multitude of outdoor activities provided by our Camp Staff. As always, this event is to celebrate World Thinking Day and is made for girls by girls. But aside from that, it will give girls and adults the chance to explore the outdoors and get excited about the opening of Camp Liberty. Serendipity will also be there to provide music and entertainment. She encouraged board members to come for the day.

Diane also spoke to the fact that our membership numbers are not where we would like them to be and plans to focus on reaching our goal. Some ideas were to begin recruiting leaders in the summer so we are confident of the troops we can provide to girls and Mega/Multi-age level troops.

The cookie sale is around the corner. (February 12th) Diane shared that 60% of our operating budget comes from cookie sales and with a smaller membership base the profit may be affected. Members were asked to contact Diane with any possible locations in their area for booth sales.

A motion was made by Tracy Schwind to adjourn the meeting. A second was provided by Scott Illingsworth. The meeting adjourned at 6:20.

Respectfully submitted,

Kathy Pinger, Executive Assistant to the CEO

Attachments:

Minutes	Financials	Property updates	Town hall info
Performance Excellence	Audit	Annual meeting	Committees