

Nevada State 4-H Camp Advisory Council

University of Nevada, Reno Extension-Douglas County Office

Join this meeting by Zoom:
<https://unr.zoom.us/j/82974663355>

DRAFT MINUTES **Thursday, January 14, 2021**

The meeting was called to order by President, Rich Knight at 9:07 a.m. PST. There was a quorum present. Those present in person and via interactive video were:

Joann Elston - UNR Presidential Appointee, Washoe County
Heather Dye - UNR Presidential Appointee, Nevada FFA & Douglas County
Luetta Mann - Farm Bureau Representative, Lyon County
Melinda Sarman - Farm Bureau Representative, Elko County
Eric Olsen – Farm Bureau Representative, Churchill County
Caroline Friendsdorff – Farm Bureau Representative, Douglas County
Barbara Byington – 4-H Volunteer Representative, Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes - 4-H Volunteer Representative, Churchill County
Sierra Montana - 4-H Volunteer Representative, Washoe County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County

Ex-Officio Members

Carrie Stark - UNR Extension, State 4-H Director
Spencer Ray - UNR Extension, 4-H Camp Facilities Manager
Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.

Guests

Tracy Mendibles – UNR Extension, Administrative Assistant

Public Comment.

No public comments

Review and Approval of Agenda

Moved to approve by JoAnn Elston, seconded by Eric Olsen, agenda approved.

Review and approval of September 10, 2020 meeting minutes

Moved to approve by Barbara Byington.

Objection of approval by Melinda Sarman. Objection based on Melinda had asked for financial information on all 4-H camp accounts, also asked for a bid proposal for the girl's bathroom for this

current meeting and it's not reflected in the minutes, nor is Carrie Stark's statement that Dr. Lyles did not want the advisory council to receive financial information. Minutes should be changed before they can be submitted. There is just a brief overview of Spencer Ray's report on the bathrooms, it doesn't truly reflect what needs to be done.

Sarah Chvilicek – Reviewed notes and she doesn't believe Carrie Stark said that Dr. Lyles does not want us to see the financial statements. There were issues with trying to get a financial statement out of Workday that would be understandable.

Melinda Sarman – That is not what my notes reflect.

Carrie Stark – Tracy can go back to the recording and determine what was said.

Sarah Chvilicek – Statement that Tracy will review the recording of the September minutes

Rich Knight – Approval of September 10, 2020 minutes tabled until the next meeting until the recording can be reviewed.

No objections.

Camp Financial Update

Sarah Chvilicek – Can the account numbers PG07434 and PG18043 include the name of the account that is associated with them?

Carrie Stark – PG18043 is the camp Recharge account which is used for University related camp programs, and PG07434 is the general use account.

Melinda Sarman – Going back to the minutes, Spencer Ray said there would be \$15,000 coming in from the Blue Dogs camp, and does not see that reflected in the accounting.

Spencer Ray – Blue Dogs did come in the end of September or early October.

Sarah Chvilicek – There is a deposit of \$5950 in October, could that be their payment?

Tracy Mendibles – The final payment received from Wild Blue Dogs was \$5950.

Moved to receive by Sarah Chvilicek, seconded by JoAnn Elston. All in favor – 11, Opposed – 0 Motion passes.

Camp Facility Update

Spencer Ray – Bathrooms, was able to get a full bid for the girl's bathrooms, the contractor came back with a bid of \$150,000, higher than what was thought. Had other contractors come and look and it was suggested that Spencer Ray act as the General Contractor. Looked at the work that needed to be done and with Chris' help was able to get bids for \$60,000, if it was done through Spencer and Chris and only focuses on the things that would keep the bathroom in service, until the time that money comes in. No money raised at this time, did have someone approach from the Beach Club with a donation suggestion of \$100,000. Spencer has a Zoom meeting with possible donor and Mitch Klaich (Foundation) on January 14.

Eric Olsen – Can you describe what you are going to do to keep them “running” for \$60,000?

Spencer Ray – It would be replacing all of the hardware in the showers and the hoses, shower heads are pulling out of the wall. Pull the old tile off of the walls and remove the insulation, clean it all out and then reinsulate and retile. This takes care of the absolute minimum. Paint also needs to be done on the inside and can be done for a few thousand dollars. \$150,000 included upgraded lighting because it is very poor but is not mandatory. Also included upgrading the floor and windows.

JoAnn Elston – Is the structure sound?

Spencer Ray – Has been told it is, they would evaluate the studs in the walls once the insulation is pulled out.

JoAnn Elston – Better off to take it down to the skeleton and rebuild rather than tearing it down and starting over. The foundation is ok?

Spencer Ray – The exterior of the building is fine, and the foundation is fine.

JoAnn Elston – Is it adequate size wise?

Sierra Montana – If it was functioning it would be adequate.

Heather Dye – Ventilation is sometimes the problem when we are using it, is that something that can be addressed or included with the fixes suggested.

Spencer Ray – Ventilation was included in the \$150,000 bid but not something that can be done with the \$60,000 bid as Spencer working as the General Contractor. Chris is a valuable asset to this project.

Melinda Sarman – Has the university been contacted to see if they have unused tile or paint that could be used?

Spencer Ray – University has not been contacted, making a note of it. Facilities no longer goes to camp to help with opening or winterization of camp. Someone new in charge of facilities, camp has a maintenance budget for covering those services.

Caroline Frensdorff – Is there an approval procedure for procuring outside vendors such as plumbers?

Spencer Ray – As long as the cost is below \$25,000 then no approval process needed, if above \$25,000 then needs to go through the bidding process.

Caroline Frensdorff – Where would the money normally come from for repair of the bathrooms?

Carrie Stark – In normal circumstances the money would come from the operating budget, but right now we only have a little revenue coming in. We could use some of the reserves but I am not comfortable with that at this time, we don't know what the future camping season looks like so it could be the difference in laying off staff. UNR does give the camp \$75,000 a year for maintenance.

Spencer Ray – The \$75,000 gets spent down to almost zero each year with continuing maintenance of the camp.

Barbara Byington – When fund was set up it was supposed to be \$125,000 because of Senator Jacobsen. We should look into this at the legislature.

JoAnn Elston – Would it be better financially for us to tear the bathroom down, put in some portable bathrooms and wait a few years to build one that is up to standard and larger.

Spencer Ray – I have looked into getting a bathroom trailer that are used on large fire assignments, they are so expensive to rent that it would have been very difficult to make money.

Caroline Frensdorff – If 10's of millions of dollars are being spent on a study to build a conference center, it's a 4-H camp first, priority adjustment thought.

Spencer Ray – I believe bathrooms are a priority in phase 1 of the master plan.

Carrie Stark – It is the top priority on the master plan.

Sarah Chvilicek – Are the bathrooms going to affect the ACA accreditation?

Kenny Haack-Damon – I don't think so, if the bathroom is a usable facility it shouldn't affect the ACA accreditation.

JoAnn Elston – Does this have to be done this year before the first campers come in?

Spencer Ray – Feels that between himself and Chris, they can do enough to make the bathrooms usable.

JoAnn Elston – Is there such a thing as a prefab bathroom that could be brought to camp permanently?

Sarah Chvilicek – I would ask Rich in terms of what the boards recommendation would be to Dr. Lyles letting our camp staff do the bigger \$60,000 fix or be conservative this year to see how our numbers come in for user groups and just do what you need to do get it functioning this year.

Melinda Sarman – I missed the reason why the easement funds weren't on the table for these repairs.

Carrie Stark – The funds could be potentially used but we've been hesitant incase we have cancellations or smaller capacities because those funds may have to be used for salaries or camp expenses.

Melinda Sarman – Are we going to have 4-H camp this year?

Carrie Stark – Yes, we have camp scheduled for this year but it is going to be up to the governor and the University.

Eric Olson – For this year, I would make the bathroom functional and I can make that in the form of a motion.

Sierra Montana – Spencer do you think this can be done?

Spencer Ray – I am sure Chris and I could make it work, we may need to call in a plumber but it could be done.

Sierra Montana – Could we put forth a recommendation that says for FY22 once the camp reaches a certain level of income we can then dedicate the following income to the bathroom. Once we hit this threshold we are in a safe enough spot to being work on the bathrooms.

Sarah Chvilicek – The advisory group recommended a certain amount to keep in reserves, pending that we could make that recommendation but we have to budget year to year, committing to FY22 may be intangible. Eric said we could make the motion to fix what we need to to get us through the season.

Eric Olson – I'll restate my motion, we will patch up the bathroom this year with the full intention of making Spencer the contractor and fix it next year for the approximate cost of \$60,000.

Rich Knight – Can I suggest something on the motion? If we have the income this summer then

we can do the repairs this fall.

Eric Olson – I can change my motion, to making the repairs this fall and we will bring it back to the board again with the intention of doing it.

Sarah Chvilicek – I support that as a second.

Rich Knight – Motion moved by Eric to patch the bathroom as needed to get through the summer and possible do a repair either this fall or next year if we have the money, seconded by Sarah, all in favor say aye – 11, opposed – 0, motion passes.

Melinda Sarman – Can you remind me what we had decided as a group to have in reserves?

Sarah Chvilicek - \$75,000 is what I remember.

Melinda Sarman - It must be in minutes somewhere, can we find that out. My other question is with the reserve accounts that we have, where is that amount and what is it called?

Carrie Stark – It's on the bottom of the combined account.

Caroline Frensdorff – Is the easement amount included in that or is it somewhere else?

Carrie Stark – It is not included in this financial statement, Tracy and I are working on a more comprehensive financial report.

Caroline Frensdorff – If we could have those figures for the next meeting, with the reserves and the easement amount we may have the \$60,000 that Spencer needs.

Luetta Mann – Working on other foundations the financial reports include donations and where they came from, if there is an ear tag for a certain fund raiser or donation, I hope that could all be listed. Easement, trees, alumni donations.

Sarah Chvilicek – That is possible, Tracy has moved this information into an Excel spreadsheet because Workday reports are impossible to read.

Luetta Mann – I appreciate that, I've been on the board for several years and it all needs to be very transparent, what money is in our account and what money is in our name and where it's at. There is a lack of transparency. In order for us to make responsible good decisions we need this information to make good decisions.

Eric Olsen – Can we get the easement and tree information sent out in the next few weeks?

Carrie Stark – We are working on it but cannot guarantee the information within a few weeks.

Eric Olsen – Can we have the information in 45 days?

Carrie Stark – Yes, I think we can do that.

Melinda Sarman – I don't know when Spencer was going to start on the band-aid but if we have funds to do more, what do you think the band-aid is going to cost.

Spencer Ray – It's that matter of a plumber coming out ensuring that the shower spigots are functional, patch work on the tile, there is a box of tile to do this with.

Melinda Sarman – Under \$10,000?

Spencer Ray – Under \$10,000 easy to get through the summer.

Melinda Sarman – Can we have Spencer's report in writing on what needs to be done with pictures, so there's no questions of what needs to be done. Having the report submitted a week before the meeting so we all have time to review it. What needs to be done in the long and the short term.

Spencer Ray – I will put together a summary of short-term fix, this can be done out of the maintenance budget this year, I'll also include images and a write-up on the long-term fixes so everyone can be on the same page.

Melinda Sarman – Are we compliant for anyone using a wheelchair in the shower area?

Spencer Ray – Yes, we are wheelchair accessible.

Heather Dye – Back to the budget, can we add a note what our goal is for retaining in our reserves, as a reference point.

Spencer Ray – One more update on our food service situation. We have a food service vendor working with Tracy to become our food service provider beginning this year. I'm really hoping this is the start of a great relationship with Bella Tahoe and will begin working with them June 1. Their office is located next to Dart Liquor. This company has been around for almost 14 years, they do food service for Edgewood Golf during the summer. They are extremely close to the camp so they can prep at their location and deliver to the camp kitchen. At their discretion, they can use the camp kitchen depending on group size. When food was being provide through us we charged \$22.50 but also had to pay staff, Bella Tahoe is charging \$24.00. Spencer to send out an email to

explain the change in pricing and share the upgrade in food service.

ACA Accreditation Update

Kenny Haack-Damon – A quick overview of the American Camp Association accreditation process and where we are in the process. The ACA sets a list of standards, best practices in camping and are primarily focused on program delivery and health and safety. They do this to ensure camps know what are best practices. In order to the 4-H camp to get accredited the camp has to align with best practices. The process can take between 12 to 18 months to get fully accredited to go through that process to get prepared for a visit, you are not accredited until after that visit and the results of that visit. The first step is to receive the ACA manual and work your way through that and making sure you are compliant. There are different levels of certification that you can get, we would be accredited as a camp serving rental groups because we don't provide a camp director or supervision of those groups. February of 2022 we would apply for accreditation and should be accredited by the summer of 2022. Between now and then we need to ensure that our documents are ready. There is not a lot that is not being done we just need to make sure we are documenting those things. Once all the documents are completed a visit will be scheduled with the ACA team. October 31st would be the latest to know if the camp has been accredited. There would be another visit in 3 years and then approximately every 5 years. Once accredited we can use the ACA logo giving user group assurance that ACA standards are being used.

Caroline Frensdorff – What are the benefits to being accredited? Is there a fee? Will there be additional funds needed to bring the camp up to standards? Could this deter groups from coming?

Kenny Haack-Damon – So user groups can see that ACA standards have been met. Internally, so we are using the best practices in camping. As a member, there is more access to resources on the ACA website.

We are currently members of the ACA and the yearly fee is \$385, to be accredited is a higher cost, approximately \$1000 based on the operational budget. There is no additional fee for the accreditation visits.

The ACA accreditation will raise the standards of the camp, limiting liability by using best practices.

Most of the work that needs to be done for camp accreditation is the documentation

Carrie Stark – One of the benefits is that accreditation will bring in other user groups, there are some groups that will only use ACA accredited facilities, also a better standing within the camping community.

Spencer Ray – Most groups will not have a problem with the best practices but will work with those who do.

Melinda Sarman – Have we been working on the ACA accreditation for 3 years?

Kenny Haack-Damon – We have started working on the accreditation within the last few months. We have been a member for a few years.

Melinda Sarman – What is it going to cost if we get this accreditation, is it going to help us, what is it going to cost each year? And are you sure it is only going to be \$1000.00 to get registered. If we don't have money to fix the bathrooms how can we spend money on this? How is this going to bring in more campers? Do we have 8 to 10 weeks without campers that this will bring income for us?

Kenny Haack-Damon – The cost is \$1000.00 per year. It is a useful thing whether it brings in additional income, the additional \$615 is worth it to bring the camp up to meeting the highest standards in camping.

Anne Fagundes – How are you going to come up with that \$615 without having to charge every kid more, the rate is already too high.

Rich Knight – The \$1000 a year would raise the per camper cost between \$.50 and \$1.00 maximum.

Melinda Sarman – I'm trying to figure out where the money is going and how it benefits the kids and the camp?

Rich Knight – A part of the ACA is going to provide a higher level of safety, less liability, a greater education level. Kenny was hired as an educational specialist to help with programs at the camp.

Carrie Stark – Our summers are booked but we have a lot of time in the fall, spring and even winter that is not currently booked and we can bring in user groups for these times and part of what Kenny will be doing will be working on school groups during off season. As a school district they are going to be more receptive to an ACA accredited facility. As a parent, I'm more apt to send my child to a camp that has ACA accreditation. If we have to go to court, the court is going to look at the ACA standard seeing if we met the ACA standard because that is the gold standard in camping. For this year and probably next year the fee for the ACA has come out of the state budget and not the camp budget.

Kenny Haack-Kenny – With Covid, the ACA worked with experts to come up with a plan for what were the best practices to be able to host a camp. We have access to those resources.

2022 Camp Fees

Carrie Stark – Spencer and Carrie have talked about and would like to propose that we do not raise fees for 2022 keeping the same fees that we have in 2021.

Sarah Chvilicek – I will put that in the form of a motion to maintain camp fees for 2022.

Rich Knight – Asked to see fees

Carrie Stark – Displayed current camp fees for everyone to see.

JoAnn Elston – Seconded the motion to maintain camp fees.

In favor – 11, Opposed – 0, motion carries.

Announcements and other business

Carrie Stark – If you receive comments from user groups regarding their contracts, the contract was sent to legal in October for review and are still waiting to get that back.

Luetta Mann – Is there anyway we can have access to recordings of meetings?

Carrie Stark – They have to be converted over to YouTube and transcribed. Carrie to look into the open meeting laws and will make them available if we can.

Public Comment

Melinda Sarman – Can we have Dr Lyles attend the next meeting?

Set date of next meeting

JoAnn Elston – Can we have Tracy send out a Doodle poll to determine the next meeting in April.

Adjourn

Motion to adjourn meeting, JoAnn Elston – Moved

Meeting adjourned at 10:48am

Nevada State 4-H Camp Advisory Council

University of Nevada, Reno Extension-Douglas County Office

Join this meeting by Zoom:

<https://unr.zoom.us/j/88149574298>

DRAFT MINUTES

Friday, April 23, 2021

The meeting was called to order by President, Rich Knight at 9:07 a.m. PST. There was a quorum present. Those present in person and via interactive video were:

Joann Elston - UNR Presidential Appointee, Washoe County
Luetta Mann - Farm Bureau Representative, Lyon County
Melinda Sarman - Farm Bureau Representative, Elko County
Eric Olsen – Farm Bureau Representative, Churchill County
Caroline Friendsdorff – Farm Bureau Representative, Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County

Ex-Officio Members

Carrie Stark - UNR Extension, State 4-H Director
Spencer Ray - UNR Extension, 4-H Camp Facilities Manager
Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.

Guests

Tracy Mendibles – UNR Extension, Administrative Assistant

Public Comment.

No public comments

Review and Approval of Agenda

Motion from JoAnn to approve the agenda, seconded by Sarah, agenda approved.

Review and approval of January 14, 2021 meeting minutes

Motion to approve January 14, 2021 meeting minutes by Eric, seconded by Caroline, meeting minutes approved.

Camp Financial Update

Camp financials included the two operating budgets, PG07434 and PG18043 and a spreadsheet with the two combined. Also included, the camp improvements account PG10271. \$150,000 has been moved out of the camp improvement account for a RFP for a food vendor for the summer.

As that money is paid back it will be transferred back into this account. The balance right now in the camp improvement account is \$43,636.26. The money in reserves in the operations account is \$55,795.00. \$82,725.00 is the balance remaining in the operations accounts.

Motion to receive and file offered by Sarah, seconded by JoAnn.

Camp Facilities Updates

Spencer explained that contacts are still not able to be sent out. As a result, 3 groups have cancelled. The camp was scheduled to have approximately 130 nights reserved, better than pre-COVID years.

Spencer has started working on the girls bathrooms, it will take approximately \$1000 to do some updates such as shower fixtures and tile.

Received a donation of \$25,000 from one of the camp neighbors, the Lisa Maloff estate. This is to pay for repairs on the cement pad of the dining hall. All of the handicap access to the beach has been updated so that Lisa Maloff could get down to the beach in her wheelchair.

In spring mode at the camp trying to get it ready for the summer.

Carrie shared that Dean Payne has committed the money to fix the bathrooms, up to \$200,000.

There is a group of administrators on campus that we have been having conversations with to reopen the camp. The new COVID guidelines is 8 pages and have been approved by this committee. It was also included that a request needs to be submitted to operate at 100% occupancy. Carrie, Spencer and Kenny will work with Dr. Lyles and Dean Payne to get that submitted next week.

This committee has directed us that they only want mission critical programming at the camp. No private groups. Now that the governor has loosened restrictions, the hope is that the University will follow. The non-profit youth programs we are moving forward with. The groups need to be approved by the University process. The Dean can approve groups of 150 or less otherwise approval needs to go to the committee for approval. For the groups such as Wild Blue Dogs, they are going to partner with 4-H.

During the process of this committee reviewing the camp there is a discrepancy with the occupancy rate. The committee is saying that the occupancy rate should be 50 square feet per person, whereas the camp has been using 30 square feet per person with bunkbeds. This brings the occupancy rate from 248 to 147 beds, from 16 beds to 10 beds per cabin. If occupancy can be 100% the 147 will be just fine. A contingency plan requested by the Dean for walled-tents to see if occupancy can be increased.

Dean Payne also discussed with Carrie the possibility of getting some of funds reimbursed through some of the relief reform.

JoAnn proposed that Rich form a committee including Farm Bureau to meet with President Sandoval to discuss camp and how to get it open. Motion brought by JoAnn and seconded by Melinda. Motion approved.

Camp Business Update

ACA update, Kenny and Spencer are putting together the documents and wants to submit the application by November and hoping for accreditation by February, 2022.

Sarah had to leave the meeting which meant there was no longer a quorum. The group kept meeting but could not vote on anything without a quorum.

Discussion group starting at 10:04am

Announcements and other business

Melinda requested the address of Lisa Maloff to send a thank you from the committee.

Public Comment

Set date of next meeting

Tracy to send out a Doodle poll to determine the next meeting date.

Adjourn

Motion to adjourn meeting, Caroline

Meeting adjourned at 10:09am

Nevada State 4-H Camp Advisory Council

LOCATION

1 4-H Camp Road
Stateline, NV 89449

Join this meeting by Zoom:

<https://unr.zoom.us/j/87456443986>

DRAFT MINUTES

Thursday, July 22, 2021

The meeting was called to order by President, Rich Knight at 10:07 a.m. PST. There was a quorum present. Those present in person and via interactive video were:

Joann Elston - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
Melinda Sarman - Farm Bureau Representative, Elko County
Eric Olsen – Farm Bureau Representative, Churchill County
Barbara Byington – 4-H Volunteer Representative, Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes – 4-H Volunteer Representative, Churchill County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County

Ex-Officio Members

Carrie Stark - UNR Extension, State 4-H Director
Spencer Ray - UNR Extension, 4-H Camp Facilities Manager
Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.

Guests

Tracy Mendibles – UNR Extension, Administrative Assistant

Public Comment.

Sarah Chvilicek – Had Northern Western area last week and it was amazing and Spencer and crew made it a successful camp. Thank you to Kenny too.

Joann Elston – Sent out two sympathy cards.

Melinda Sarman – Asked for address for Lisa Maloff to send a thank you, had not received. Per Spencer, Lisa received multiple thank yous.

Review and Approval of Agenda

Motion from Joann Elston to approve the agenda, seconded by Sarah Chvilicek, agenda approved.

Review and approval of April 23, 2021 meeting minutes

Motion to approve April 23, 2021 meeting minutes by Joann, seconded by Sarah, meeting minutes approved. Two abstain, six approve, meeting minutes approved.

Camp Financial Update

Eric Olson asked for a review of the format of the financial statements. He asked what is the projected balance for the end of the year and where is it at? Is the money in reserves correct?

Has the money from the easement been impacted? The answer is no, those funds have not been used. \$18,000 is what is being held in reserves in the operating account. \$150,000 was used for a PO for the food service but is being paid back.

What is the projected balance for the end of the season? A projection was done in April of \$496,000 without expenses. Tracy and Spencer to get together to prepare for the next meeting. Can financial statements be done by quarters?

The \$25,000 donation is in a foundation account and will be included going forward.

Tree funds, easement funds combined into one account, the Camp Improvement account. Sarah and Tracy to get together to review historic financial statements. Camp Master Plan, what account was that paid out of? Will review historic financial statements for this information.

Motion to receive and file offered by Sarah, seconded by Joann. Approved, motions

Camp Facilities Updates

Camp has been allowed to reopen at limited capacity, 60% of groups that were cancelled have rebooked. Demand for the camp continues to increase significantly.

New kitchen provider this year, Bella Tahoe, almost didn't have food service this year. Feedback has been mostly good, constructive things that can be improved on. Open to making changes as we go forward. Cost structure needs to be reviewed to make it profitable for them and us too. Spencer has been making notes on things to approve for the next camp year, including portion size, kids menus and adult menus.

\$10,000 in updates have been made in the kitchen this year. The concrete pad behind the dining hall has been replaced. More trees have also been planted as a barrier between camp and Beach Club. Beach Club donated 5 evergreens.

In the fall we will start working with the marketing team to work on a website for the camp for retail sales.

Lisa Maloff donated \$25,000. Verbally an agreement to pay for rehab for the girls bathrooms was made.

Camp capacity, met twice with the fire marshal, 2006 fire code, single exit cabins with 16 beds, fire extinguisher, a single bed under window and defensible space. Hopeful to get back to full capacity next year.

New contracts this year, for beach use as long as they don't go in the water, no lifeguard is required. With camp manager approval dogs are now allowed, tents and RV's allowed. Special event fee of \$3500 this year would like to raise it to \$4000 and \$500 each year until gets resistance.

Spencer has been working with a local event planner to grow the wedding business. His hope to generate more revenue to be able to offer 4-H camps at a lower cost if not free.

Presidential retreat coming to camp August 17 for 2 days.

Camp Business Update

Camp Master plan needs to be prioritized, what comes first. A priority should be housing for on-site camp staff away from campers. The bathrooms are not included in the master plan. Dean Payne has offered \$200,000 to help repair the bathrooms.

A new VP for Development is being hired and the fund-raising process should be easier.

Spencer, Carrie and Kenny have been working on the ACA documents and hope to have them completed by November and ready for submission to ACA in February. A visit would be completed the following summer and certification should take place shortly after that. The certification is more about standards. Kenny can send out a short version of the certification standards but the ACA website is also available to review.

Camp Storage and Beach Access

Lock on the gate to the beach can now be either locked or left unlocked according to the needs of the group. Beach Club has 24hr security on their beach which has cut down on trespassing.

Storage in the craft cabin, some is Spencer's but most is 4-H. The front half of the cabin needs to be cleared. It needs to be determined which counties are using this for storage and how to get it cleaned out.

Advisory Council Elections Process

Joann Elston's appointment is up, Carrie to contact the President's office for renewal. Two 4-H volunteer appointments are up, one Extension appointment is up and all four Farm Bureau. Tracy to send out the processes and request nominations next week. Carrie also to reach out to the Farm Bureau.

Announcements and other business

Melinda had a conversation with Brian Sandoval, he did not know camp was self-funded.

Set date of next meeting

Tracy to send out a Doodle poll to determine the next meeting date.

Public Comment

No public comment

Adjourn

Motion to adjourn meeting

Meeting adjourned at 11:52am

Nevada State 4-H Camp Advisory Council

LOCATION

1 4-H Camp Road
Stateline, NV 89449

Interactive video available
at the locations listed below:

University of Nevada, Reno Extension

Douglas County Office
Churchill County Office
Pershing County Office
Washoe County Office

Join this meeting by Zoom:

<https://unr.zoom.us/j/89765909343>

DRAFT MINUTES

Thursday, October 21, 2021

The meeting was called to order by President, Rich Knight at 10:05 a.m. PST. There was a quorum present. Those present in person and via interactive video were:

Joann Elston - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
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Guests

Tracy Mendibles – UNR Extension, Administrative Assistant
Colby Burke – CBI Pershing County

Public Comment.

Joann Elston – Unhappy, do not feel like I am being a productive member of this Council where I know nothing of importance going on between meetings. Found out two weeks ago that Ivory left. It would have been nice to have an email with this information. An email to say that the camp is back open with no damage after the fire. An email that goes out to each of us so we feel more useful and informed but we're not doing our job if we don't know.

Barbara Byington – I agree with Joann. I had no idea that Ivory left until last night. We need to be kept abreast of what's happening at camp, as well as with Extension. I really appreciate knowing more.

Review and Approval of Agenda

Motion from Joann Elston to approve the agenda, seconded by Barbara Byington, agenda approved.

Review and approval of July 22, 2021 meeting minutes

Motion to approve April 23, 2021 meeting minutes by Joann, seconded by Barbara, meeting minutes approved. Meeting minutes approved.

Camp Advisory Council Elections

This meeting we typically elect our officers but that item was not included on the agenda. Will need to be included on the agenda for the January 2022 meeting in-order to follow open meeting law.

There was a request for an email to provide information on what offices are open and what those duties look like.

Review of the recent volunteer and Extension elections. Christina Restiano has been elected for the Extension representative, she is out on maternity leave and should return in February. Pat Irwin from Pershing County is a first time 4-H volunteer representative and Anne Fagundes 4-H volunteer representing Churchill County has been reelected. Joann Elston has been reappointed as a UNR President appointee. The four representatives of the Nevada Farm Bureau remain the same until reappointed.

Updated membership list to be sent out.

Camp Financial Update

Bella Tahoe food orders paid in July \$39,000 and August \$35,000. In September food invoices were applied to the \$60,000 deposit.

The council would like to know how much has been made on the for-profit adult groups. Wedding fall under this category.

The salary for the Educational Coordinator is paid from the camp revenue.

Due to fire only one group canceled and was rescheduled.

The council asked for projected revenue at the last meeting, that has been included with the current financial statements.

8 weddings scheduled for 2022, this should bring in \$60,000

Should discussions be had to regarding policies or operating procedures, what guidelines are need to for number of camps versus weddings and reunions. Parameters or yearly discussions needed to discuss camp priorities? Discussions do take place between Spencer, Kenny and Carrie.

Motion to receive and file offered by Sarah, seconded by Joann. Approved, motions

Camp Facilities Updates

The Tahoe Douglas Fire Marshall was going to go to the State on the camps behalf to get a certified letter regarding camp capacity, 16 per cabin.

Bookings have started to next year, tentatively more than 140 days booked. Essentially sold out from the middle of May through the middle of September with a few weekdays open.

Working on changing valves and fittings for irrigation. In the process of re-staining the boys side of camp. Looking for ways to get the girls bathroom fixed up, this will be the winter project. Fix plumbing issues, clean out mold, mildew and dry rot, new sinks and counter tops, new lighting.

Bella Tahoe interested in coming back next year and working on new menus.

Announcements and other business

No announcements

Set date of next meeting

Tracy to send out a Doodle poll to determine the next meeting date in January.

Public Comment

No public comment

Adjourn

Motion to adjourn meeting

Meeting adjourned at 10:45am

Nevada State 4-H Camp Advisory Council

LOCATION

Zoom

Interactive video available
at the locations listed below:

University of Nevada, Reno Extension

Churchill County Office

Washoe County Office

Join this meeting by Zoom:

<http://unr.zoom.us/j/84701955716>

DRAFT MINUTES

Friday, April 8th, 2022

The meeting was called to order by President, Rich Knight at 11:10 a.m. PST. There was a quorum present. Those present in person and via interactive video were:

Joann Elston - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
Eric Olsen – Farm Bureau Representative, Churchill County
Barbara Byington – 4-H Volunteer Representative, Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes – 4-H Volunteer Representative, Churchill County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County
Melinda Sarman- Farm Bureau Representative, Elko County
Luetta Mann- Farm Bureau Representative, Lyon County
Carolyn Frensdoff-Farm Bureau Representative, Douglas County
Patrick Irwin- State 4-H Volunteer Representative

Ex-Officio Members

Spencer Ray - UNR Extension, 4-H Camp Facilities Manager
Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.

Guests

Alyssa Lane – UNR Extension, Administrative Assistant
Colby Burke – CBI Pershing County

Public Comment.

Luetta Mann – Wants a reminder text message the day before the meeting. Not always near email.

Review and Approval of Agenda

Motion from Joann Elston to approve the agenda, seconded by Patrick Irwin, agenda approved.

Review and approval of October 21st, 2021 meeting minutes

Motion to approve October 21st, 2021 meeting minutes by Sarah Chvilicek, seconded by Joann, meeting minutes approved. Meeting minutes approved.

Camp Advisory Council Elections

Everything is updated and there will be no elections per Rich Knight.

Camp Facilities Updates

Spencer mentioned that Paul Bruno donated \$20,000 and there are others that want to donate. But, they are waiting to see if Paul gets thank you letter and tax ID number.

Beach club is building right on the other side of the fence- 7 days a week and are very loud.

New menu done with Bella Tahoe, there is now an adult menu and kids' menu.

Spring cleanup is ahead of schedule and water is turned on.

New dining hall is completely done. Huge improvement- no more popcorn ceilings, speakers updated, updated lighting, and new PA system.

Heather Dye asked if the new PA system can be heard under the gazebo area. Spencer confirmed that it can be heard all the way outside.

Girls bathroom is almost done. Thank you to Ricky for all his help to redo the bathroom. There were a lot of things wrong with the bathroom such as mold, mildew, drywall rot, etc.

Heather wants to continue to support relationship with Ricky.

Patrick thinks Ricky should be an agenda item for next meeting to discuss how to show appreciation for Ricky and all of his help and hard work.

Eric mentioned his appreciation for Spencer and Ricky and all of the hard work they have done and everyone agrees.

Heather thinks we should start planning ahead so we can go through the formal process and use the money that is allocated for certain projects.

Rich wants a priority list for the summer meeting on what needs to be fixed next.

Spencer talked about meeting with the State Fire Marshall. Occupancy rate was cut in half by COVID committee. The state fire marshal is on our side and wants to help get our numbers back up. We need 2 exit doors in the cabins to help get our numbers back to normal. Rich talked about just adding another door to the cabins but Spencer and Chris will not have time to do that this year. Tents can be a possible solution in order to have a high occupancy rate. Group discussed how to move forward with the University to change occupancy levels from an R1 to an R3.

Kenny talked about the ACA accreditation process. Thanks to Spencer for getting all documents in. They have submitted some of the documents for review. Kenny had a meeting with the ACA visitors this morning and they will start reviewing our documents and hopefully get some feedback before the official visit on July 12. Kenny is feeling pretty good about everything and should know unofficially after the visit.

2023 Camp Facility Fees

A dollar increase was proposed to each of the groups just to make a little more profit for the camp. Sarah doesn't want to raise the prices because it is already difficult for some families. Sarah motions to maintain the 2022 fees, Joann seconds, and everyone else in favor.

Announcements and other business

Melinda mentioned missing the financial updates- it's hard to talk about anything without knowing where the camp is financially.

Kenny is not responsible for financials but can tell us that we have \$80,000 in just deposits for this season and we are in a much better spot this year than we were last year.

Rich wants financial updates from Carrie ASAP.

Luetta agrees with Melinda and wants updates ASAP.

Barbara likes the updates between meetings. Kenny mentioned us sending out monthly updates again.

Set date of next meeting

The next meeting will be at the 4-H camp in Lake Tahoe on June 21st 11 AM- 1 PM. Plan on arriving at 10 AM to do a walk through of the camp so we can discuss in the meeting. Zoom meeting will be available if you are unable to attend in person.

Public Comment

Next agenda there should be a topic of a South area camp facility update from Lincoln county.

Adjourn

Motion to adjourn meeting

Meeting adjourned at 10:39 AM

Nevada State 4-H Camp Advisory Council

LOCATION

Nevada State 4-H camp
4-H camp rd, Stateline, NV 89449
Or via Zoom

Join this meeting by Zoom:
<https://unr.zoom.us/j/84710042448>

DRAFT MINUTES

Tuesday, June 21st, 2022

The meeting was called to order by President, Rich Knight at 11:04 a.m. PST. There was a quorum present. Those present in person and via zoom were:

Joann Elston - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
Barbara Byington – 4-H Volunteer Representative, Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes – 4-H Volunteer Representative, Churchill County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County
Carolyn Frensdoff-Farm Bureau Representative, Douglas County
Patrick Irwin- State 4-H Volunteer Representative

Ex-Officio Members

Spencer Ray - UNR Extension, 4-H Camp Facilities Manager
Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.

Guests

Alyssa Lane – UNR Extension, Administrative Assistant
Kaitlyn Vankirk – Northern Area Extension Camp Director

Public Comment.

Joann – The 5th generation of her family will be at camp this summer.

Sarah – Compliments to camp staff about how far the camp has come and how pretty it is.

Barbara got stuck outside gate and wants a gate code prior to meeting next time.

Review and Approval of Agenda

Motion from Sarah Chvilicek to approve the agenda, seconded by Patrick Irwin, agenda approved.

Review and approval of April 8th, 2022 meeting minutes

Motion to approve April 8th, 2022 meeting minutes by Sarah Chvilicek, seconded by Heather Dye, meeting minutes approved. Meeting minutes approved.

Camp Financial Update

Heather wants to make sure that both Kenny and Alyssa have access to financials in case one of us leaves.

Barbara asked about tree and brick account and Sarah said these were closed a while ago and there are no funds left in these accounts.

We are continuing to get donations and they are going to foundation. Sarah wants to see the donations that are going to foundation on financial report.

Alyssa will send out updates on financials to board monthly.

Spencer mentioned having a state allowance of \$75,000 and it has to be all spent or very close by July 1 or else we could get some money taken away if we don't use it.

Motion to receive and file offered by Sarah, seconded by Joann. Approved, motions

Camp Facilities Updates

Girls bathroom and dining hall done. Landscape improvements- new drip system and dg paths.

More bikes were donated to the camp and we should receive more in about a week.

Redid all gas lines around camp which makes it easier to shut off sections, not entire camp if necessary. They also laid the framework for the master plan but adding stubs to 3 locations for new buildings in the future.

2 weddings so far this year bringing in about \$12,000 combined. Spencer wants to try and fill gaps in with weddings. If we are able to get about 10 weddings a year Spencer would like to talk about lowering rates for the 4-H camps.

Capital Improvement list:

1. Boys bathroom
2. Girls cabin #1 (roofline sagging and walls are bowing).
3. Road improvement- Erosion in road, redo asphalt and parking lot.
4. Cabin improvements as needed (adding doors if this is what is necessary to get numbers back up).
5. Water tower- Spencer and Chris can paint it. Barbara wants to burn it down!

Patrick Irwin moves to approve the improvement list and Sarah seconds.

Sold out summer.

NBC Sports is donating \$6,000 to park cars during golf tournament.

Check for \$20,000 and \$10,000 received about a month ago from Beach Club residents. Another check in the mail for \$20,000.

New kitchen staff- going well so far. Spencer wants feedback from 4-H groups to improve.

Heather asked about status on beds because limiting numbers was hard. 10 beds for cabins that don't have 2 exits. Eric state fire marshal saying full capacity is okay but UNR state fire marshal

needs to agree in order to go back to normal numbers.

Appreciation for donors

We have to acknowledge Ricky, Lisa, Paul and others who have donated to the camp. Sarah mentioned renaming dining hall or getting a big boulder with plaque or engraving names of donors and having a dedication ceremony.

Heather thinks we should have a donor day every year to show our appreciation to our donors.

Spencer is going to start looking for boulders for donors. If you have contacts send his way.

Motion to develop stone memorial not to exceed 5,000 lbs by Rich and Joann seconds.

Archery trailer donated by Carrie's father.

Sarah wants to develop a long-term plan for donors.

Kenny has gotten letters out to the donors right away.

American Camp Association Update

Coming along. All written documents were submitted and we have gotten some feedback on those already. 3-5 need to be updated (2 are already done and Carrie is working on the other 3). July 12, 2022 is when Kenny and Spencer will meet with them.

Heather asked if this will bring us more camps. Kenny responded with not really since we are already booked, this is more of a liability piece.

We should know by October 15th, 2022 at the latest. Kenny thinks we will have a pretty good idea when the visitors leave.

Carolyn asked if there was an annual cost for this. Kenny said membership is normally \$395 a year but this year was \$640 since we are still trying to get accreditation.

Sarah appreciates all the hard work everyone has put into making this happen.

Southern Camp Update

This is information only!

An offer was put in and accepted for a camp facility in Lincoln county.

UNR will **NOT** own facility, Lincoln county will own it and hopefully by December UNR will lease it.

Small facility- only about 78 beds- dorm style.

Carrie and Eric Killian are working on staffing/business plan.

Lots of potential- archery range good size per Rich.

Swimmable pond.

Announcements and other business

N/A

Set date of next meeting

Alyssa will send out a doodle poll for date in late August/ early September. Hopefully plan around

dedication ceremony for donors.

Public Comment

N/A

Adjourn

Motion to adjourn meeting

Meeting adjourned at 12:06 PM

Nevada State 4-H Camp Advisory Council

LOCATION

Interactive video at the Washoe or Churchill office
Or via Zoom

Join this meeting by Zoom:

<https://unr.zoom.us/j/83266863042>

DRAFT MINUTES

Monday, November 14th, 2022

The meeting was called to order by President, Rich Knight at 9:13 a.m. PST. There was a quorum present. Those present in person and via zoom were:

Joann Elston - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes – 4-H Volunteer Representative, Churchill County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County
Carolyn Frensdoff-Farm Bureau Representative, Douglas County
Patrick Irwin- State 4-H Volunteer Representative
Eric Olsen – Farm Bureau Representative, Churchill County
Carolyn Frensdoff-Farm Bureau Representative, Douglas County
Luetta Mann- Farm Bureau Representative, Lyon County
Melinda Sarman- Farm Bureau Representative, Elko County
Christina Restiano- UNR Extension Professional Rep

Ex-Officio Members

Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.
Carrie Stark- UNR Extension, State 4-H Program Director

Guests

Alyssa Lane – UNR Extension, Administrative Assistant
Jacob DeDecker- UNR Extension, Director of Extension and Associate Dean for Engagement

Public Comment.

No public comment

Review and Approval of Agenda

Motion from JoAnn Elston to approve the agenda, seconded by Carolyn Frensdoff, agenda approved.

Review and approval of June 21st, 2022 meeting minutes

Motion to approve June 21st, 2022 meeting minutes by Sarah Chvilicek, seconded by JoAnn Elston, meeting minutes approved. Meeting minutes approved.

Camp Financial Update

Financials were sent out too late. Alyssa will send out updated financials 2 weeks before next meeting, 1 week before, and a couple days before.

Motion to table financials until next meeting by Sarah Chvilicek, seconded by Melinda Sarman.

Camp Facilities Updates

Water tower was refinished and branded.

Already booked for next camp season.

Still struggling to find a boulder to get delivered to camp for Lisa Maloff.

New gas line for gas fire pit being installed and should be ready for use by next season. Christina asked if wood burning fires were still available. We are not quite sure, Spencer should have an answer for that.

Working on getting the air exchange in the 2 story cabins fixed.

Replaced all outdoor lights with LED lights

Boys bathroom repairs are underway- plumbing, new sinks, tile.

Still trying to find an engineer to inspect cabins to put 2nd doors in.

Meal service is out for bid for next camp season. Sarah wants to make sure to include expectations of having milk, salad, and snacks available in menus. Rich wants to make sure that there are also reasonable accommodations for food allergies/ special meals as well.

Melinda wants an update on the situation with the number of campers, are we back to normal? Kenny said we are still waiting on the fire marshal to visit camp but we are pretty sure there will have to be a second door added to the cabins in order to get back up to "normal" occupancy.

Carolyn asked if we still had to take beds out of the cabins if we put doors in? Kenny replied if we can get doors in we will be fine at the normal capacity.

Melinda asked about food bids and if we have a cost per day per camper. Kenny said we should know food costs per camper per day before the group even goes in, we have to find a food vendor to agree and sign our contract on pricing and what is expected.

Melinda asked for an update on weddings. Kenny said we didn't have issues, we had 7 this season and have 9 in the books for next season. But, we only want about 10 weddings max per season.

Appreciation for donors

We won't be able to get boulder until at least next spring so this will be on hold for now.

American Camp Association Update

We are fully accredited and passed with 100%. ACA mentioned that our camp was one of the nicest facilities they have ever been to!

Heather mentioned now that we are accredited, does that allow us to reach more people? Kenny said that we can use their logo on everything now and we can advertise that we are accredited. Even though we are already at capacity.

Sarah asked if 4-H can advertise using the logo as well? Kenny said he will send logos out to internal groups.

Announcements and other business

Rich wants a status on the Southern Camp Facility. Carrie mentioned we are still waiting to close and her and Kenny have a meeting later that afternoon.

Sarah asked if there was a local group for an advisory board for Southern facility? Carrie said yes, there will be a separate advisory board committee for Southern Facility.

Melinda asked if we were flipping bills for Southern facility? Carrie said absolutely not, they are their own facility.

Carrie mentioned that there will be 2 separate advisory groups but we want a uniform statewide program.

JoAnn announced that she will be resigning from the board. Everyone thanked JoAnn for being such an important part of the board and camp.

Set date of next meeting

Alyssa will send out a doodle poll for next meeting to be in February/ early March.

Public Comment

No public comment.

Adjourn

Motion to adjourn meeting by JoAnn Elston

Meeting adjourned at 9:57 AM

Nevada State 4-H Camp Advisory Council

LOCATION

Interactive video at the Washoe or Churchill office
Or via Zoom

Join this meeting by Zoom:

<https://unr.zoom.us/j/88933642320>

DRAFT MINUTES

Wednesday, February 1st, 2023

The meeting was called to order by President, Rich Knight at 9:15 a.m. PST. There was a quorum present. Those present in person and via zoom were:

Karen Hinton - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes – 4-H Volunteer Representative, Churchill County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County
Carolyn Frensdoff-Farm Bureau Representative, Douglas County
Eric Olsen – Farm Bureau Representative, Churchill County
Christina Restaino- UNR Extension Professional Rep
Barbara Byington- 4-H Volunteer Representative, Douglas County

Ex-Officio Members

Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.
Spencer Ray- UNR Extension, 4-H Camp Facilities Manager

Guests

Alyssa Lane – UNR Extension, Administrative Assistant

Introductions

Karen Hinton is now the UNR presidential Appointee for Washoe County

Public Comment.

No public comment

Review and Approval of Agenda

Motion from Sarah Chvilicek to approve the agenda, seconded by Karen Hinton, agenda approved.

Review and approval of November 14th, 2022 meeting minutes

Motion to approve November 14th, 2022 meeting minutes by Carolyn Frensdoff, seconded by Sarah Chvilicek, meeting minutes approved.

Camp Financial Update

Eric Olsen asked why we have so little money in reserves and this is due to having to put money into a food service bid.

Karen asked if our actuals and proposed budget are still on track. We are still good and on track.

Eric Olsen asked if we will have any increased costs. Kenny mentioned food service going up but we are charging groups appropriately so it shouldn't affect camp too much.

Christina Restaino asked how we go about needing new equipment and where the money comes from. Spencer replied that we try to replace old equipment when we can and it usually comes out of the maintenance budget. So, we try our best to try and budget around new equipment as needed.

Karen asked if the gift account is a general account or if it is specific. Spencer replied that it is a general account but it has to be used at camp for operational use. Kenny said gift account balance is at \$78,961.01

Eric asked why totals weren't adding up at the bottom. Alyssa will check with Dan Brush Fiscal Officer and will send out an updated financials sheet.

Sarah moves to receive and file.

Camp Facilities Updates

We are up in the number of camps from last year. The summer is almost completely booked. They are more days in May and October booked compared to last season. Which will hopefully bring in a little more revenue.

Storm damage caused the camp to lose a bunch of trees.

Snow removal can be a challenge due to old equipment.

Projects for the winter are replacing the ventilation system in the 2 story cabins which is about halfway done.

Began work on firepit in the fall but you can't see the firepit with all of the snow currently. Hoping to start this project back up as soon as the snow melts and hopefully have it done by June.

In the boy's bathroom, we are replacing the drywall, ceilings, and fixtures for now that will hopefully be done by May.

There is some work being done in the director's cabin. Removing non-load bearing wall, relocate the water line, replacing floors, adding new fridge, and replaced the mattresses.

We were unable to get a boulder for Lisa Maloff due to weather. Spencer suggested maybe doing

a rock wall for future donors, to limit the amount of rocks/plaques around the camp. We can continue this discussion in a further meeting.

Christina Restaino asked if the firepit is only gas or if it will be wood burning as well. Spencer replied with it only being gas so hopefully all groups (including summer groups) will be able to use it.

Rich Knight asked if there is a camp calendar online to see what days are booked. Kenny replied with, no, we don't have anything currently. We have been bugging comms team to help but still no response. Christina Restaino said she works with some people who can help and make it super user friendly. Kenny will connect with her for further discussion. Anne Fagundes wants to make sure that it's worth it before we move forward and pay money for website.

Rich Knight asked Spencer Ray what the snow level was at and Spencer Ray replied with about 3.5 to 4 feet.

Announcements and other business

Sarah Chvilicek asked if the bronze plaque for the water tower for JoAnn is up. Alyssa replied no, not yet. The order is in but it takes up to 8-11 weeks.

Sarah Chvilicek mentioned working with Sam on branding for the camps.

Christina Restaino asked how old all of the other mattresses at camp are. Spencer replied with some of them are older but as they get bad we replace them as soon as we possibly can.

Another camp facility update from Spencer. We will begin adding the second doors to the cabins on the boy's side as soon as the contractor is done with the boy's bathroom. Hopefully we can get in a few before the busy season this year.

Set date of next meeting

Alyssa will send out a doodle poll for next meeting to be in April.

Public Comment

Sarah Chvilicek mentioned that JoAnn's wishes that her donations go to the Northern Western 4-H camp for scholarships, flowers around camp, and to UNR athletics.

Adjourn

Motion to adjourn meeting by Sarah Chvilicek

Meeting adjourned at 10:17 AM

Nevada State 4-H Camp Advisory Council

LOCATION

Nevada State 4-H Camp and Zoom

DRAFT MINUTES

Tuesday, August 1st, 2023

The meeting was called to order by President, Rich Knight at 11:02 a.m. PST. There was a quorum present. Those present in person and via zoom were:

Heather Dye – UNR Presidential appointee
Rich Knight - 4-H Volunteer Representative
Anne Fagundes – 4-H Volunteer Representative
Sarah Chvilicek - UNR Extension 4-H Professional Rep.
Carolyn Frensdoff-Farm Bureau Representative
Eric Olsen – Farm Bureau Representative
Barbara Byington- 4-H Volunteer Representative
Pat Irwin - 4-H Volunteer Representative
Melinda Sarman - Farm Bureau Representative
Luetta Mann - Farm Bureau Representative

Ex-Officio Members

Kenny Haack-Damon – UNR Extension
Spencer Ray- UNR Extension

Guests

Dan Brush – UNR Extension

Introductions

Dan Brush – Fiscal officer UNR Extension

Public Comment.

Anne – Please send out the gate code before meeting.

Sarah – Amazing facility would like to thank camp staff and food service. Excited to get to full capacity.

Review and Approval of Agenda

Motion from Sarah Chvilicek to approve the agenda, seconded by Pat Irwin, agenda approved.

Review and approval of November 14th, 2022 meeting minutes

Note that we should make a correction, Girl's cabin 1 is not in service not girls' cabin 4 as it was misspoke in the previous meeting. Motion to approve April 10th, 2023, meeting minutes with correction by Eric Olsen, seconded by Carolyn Frensdoff, meeting minutes approved.

Camp Facilities Updates

Spring plans were to add doors to cabins but were delayed because of snow and engineer issues. The challenge is how do we pay for them.

We were able to add the archery netting to the Meadow that worked well this summer.

A discussion was had about how we would fund the addition of the doors. Will UNR pay for the doors to be out in or can we use reserve funds to pay for the doors.

Sarah- Where are we with UNR facilities helping with maintenance of the camp?

Spencer – A meeting is scheduled to get us back on the maintenance schedule that we previously were on.

Dan- The meeting was rescheduled, and we are hoping to get facilities back to helping with our needs.

A discussion was had about the doors and the overwhelming majority thought we should start working on getting the doors installed and figure out the exact funding source after. Whether that comes from UNR, maintenance account or general operating.

Dan will represent us in the maintenance meeting with facilities and present them with the data of how the lack of a second door impacts the camp both from a number of youths served and a financial standpoint. Many campers were impacted by this change in cabin occupancy and were not able to attend camp.

Damage from winter includes roof damage to girls' cabin and trees.

Water issue – Cla valves both went bad. Had major water issues that lingered for months. This exposed a staffing issue, would like to add seasonal maintenance staff next summer. The water issue has been resolved for the most part. Still need to overhaul the irrigation boxes but that can wait until we get a result from the meeting with facilities.

A new fire pit was installed.

Updated boys' bathroom and director's cabin.

New food service vendor Bella Vita has been only positive. We are excited to have them. Added some new equipment to the kitchen. All food is cooked on site.

New safety mechanism on the walk-in freezer.

Cabin 9 needs rails on top bunks, see if we can add more rails to bunks that have larger spaces between rails.

We need to think about funding to help with replacement of cabins as they all continue to deteriorate.

Camp Financial Update

Eric – Why do we have 2 accounts?

Dan – We can't make any money from UNR groups. The recharge account needs to be a net zero. The general operating account we can make a profit. We use that to subsidize the 4-H and UNR groups. The 2 accounts are for bookkeeping purposes.

The \$12,000 that went in later came out because it was an accounting error.

Wedding fees are put in the for-profit adult group category.

The account is on an accrual basis.

The admin works more than the amount of time we pay her for she put in well over 50% of her time toward the camp and we pay a lower portion. The new position will have an FTE for each section of the position.

The Education Coordinator position was lower during a few months because a portion of the funds to pay for that position came from a non-camp source.

Food service cost is reflective of what we get in fees from user groups. We pass the food service invoices on to the user group and we make a small amount from food service.

Dan will attend meetings as his availability allows.

The registration fee of \$250 was for a 4-H PYD academy focused on 4-H camping.

We can explore other options for internet to reduce cost.

The tree and brick accounts have been exhausted.

We have funds in the foundation account.

Melinda – For the next meeting can we have information on all the accounts that relate to the camp so that we know what is out there and sticky fingers don't happen again.

Both the brick and the tree account were expended before Spencer or I started.

Motion from Sarah Chvilicek to receive and file the financials, seconded by Carolyn Frensdoff motion approved.

Announcements and other business

The light at the volleyball court had been fixed.

The camp admin position has been posted as of yesterday. Can we get a person back on site, we have limited issues with that person being off site because of zoom. We are hoping to have that person on site a day or 2 per week.

The camp looks amazing.

Set date of next meeting

A doodle poll will be sent out to set up the next meeting.

Public Comment

We want to support the Native College prep camp and continue to support them.

Adjourn

Motion to adjourn meeting by Sarah Chvilicek

Meeting adjourned at 12:20 PM

Nevada State 4-H Camp Advisory Council

LOCATION

Interactive video at the Washoe or Churchill office
Or via Zoom

DRAFT MINUTES

Monday, April 10, 2023

The meeting was called to order by President, Rich Knight at 9:12 a.m. PST. There was a quorum present. Those present in person and via zoom were:

Karen Hinton - UNR Presidential Appointee, Washoe County
Heather Dye – UNR Presidential appointee, Nevada FFA & Douglas County
Rich Knight - 4-H Volunteer Representative, Carson City/Storey County (chair)
Anne Fagundes – 4-H Volunteer Representative, Churchill County
Sarah Chvilicek - UNR Extension 4-H Professional Rep., Washoe County
Eric Olsen – Farm Bureau Representative, Churchill County
Christina Restaino- UNR Extension Professional Rep
Barbara Byington- 4-H Volunteer Representative, Douglas County
Melinda Sarman –Farm Bureau Representative
Luetta Mann - Farm Bureau Representative, Lyon County
Carolyn Frensdoff-Farm Bureau Representative, Douglas County

Ex-Officio Members

Kenny Haack-Damon – UNR Extension, 4-H Camp Educational Program Coord.
Spencer Ray- UNR Extension, 4-H Camp Facilities Manager
Carrie Stark – UNR Extension, State 4-H Youth Development Director

Public Comment.

Melinda - Luetta Man is trying to get in but is unable to get into the meeting.

Review and Approval of Agenda

Motion from Barbara Byington to approve the agenda, seconded by Karen Hinton, agenda approved.

Review and approval of November 14th, 2022 meeting minutes

Motion to approve February 1, 2022 meeting minutes by Sarah Chvilicek, seconded by Luetta

Mann, meeting minutes approved.

Camp Facilities Updates

Spencer – Thanks Heather for his honorary award from FFA.

Snow is beginning to melt.

Rehabbed the boy's bathroom, completed outside of the toilet plumbing. Remains a seasonal bathroom it has no insulation.

Winterized the bathroom with an antifreeze gel to minimize plumbing issues when turning back on for the season.

Repainted bathroom in the dining hall and added privacy screens.

Directors cabin got new flooring, new edging, repaired edging around doorways. New mattresses on all beds. A new door has been ordered and will be installed once it arrives.

A new food service vendor, Bella Vita who is based out of Carson City. Owner is a longtime 4-Her. They have a larger staff than the previous vendor. The kitchen is being prepared now and will be ready for the first group who need food service on April 16.

Spring plans:

- Add doors to cabins to increase occupancy, need snow melt to get access to the cabins before this can be done. When doors are added all front doors will also be replaced.
- Add archery netting to the meadow, again this must wait for snow to melt to be started.
- Tree service is coming to remove down trees from the winter.

Sarah asked where are we with adding a second door to the girls/lake view side of camp?

Spencer- we started with the boy's side because of the overall occupancy on that side is lower but we plan to do doors in every cabin that had reduced occupancy except girls cabin 4 that has been condemned. Hopefully by fall we will have the doors on the girl's side as well.

Melinda – Where will the funds come from for the repairs?

Spencer – The funds will come from the gift account of the camp general operation account. We do not have a quote until the engineer and the contract can see the scope of work.

Melinda- The cabin that is condemned can the engineer look at that at the same time. First time hearing about that.

Spencer – The cabin has a very sagging roofline. Wall are separating from the flooring, and we determined it was not safe any longer and would not be used until we have evaluated what needs to be done.

Melinda – Do we need a motion to determine where funds will come from for these projects?

Rich – No, it will come from general operating or gift account.

Spencer – Front doors can come out of maintenance account, other will have to come from general operating or gift account.

Sarah- Lakeview front doors is a maintenance is that correct?

Spencer – Yes, we plan to update those as well.

Rich – What wall was removed from Director Cabin?

Spencer – No wall was removed, just a plywood divides next to the ice machine.

Camp Financial Update

Kenny - The combined budgets we have \$6,560.47 in reserve and \$164,805.00 in revenue.

Eric – What will we have at the end of the year?

Kenny - We currently have the \$6,560.47 and \$164,805.00.

Eric - So we are going to have \$174,000 at the end of the year.

Kenny – That depends on what expenses and income we have the rest of the year.

Eric - This is a budget.

Kenny – This is not a budget this is the actual expense and incomes.

Melinda – I notice in the last meeting minutes that Eric mentioned there is no total at the bottom, why is there no totals and why is it incomplete?

Kenny- there are totals if you scroll down on the document.

Eric – The date is as of June of 2022 is that correct.

Carrie – No that just did not get changed.

Kenny – This is updated through March of 2023. Our fiscal office updated the financials for us as of the end of March.

Melinda – How many 4-H camps are we having this year from Nevada and outside of Nevada?

Kenny – None from outside of Nevada, Central camp, Northern camp, Livestock camp and a Native college prep camp.

Melinda – So four 4-H camps this year?

Kenny – yes

Luetta – Can you give me info on the livestock camp?

Kenny – Rebecca Glocknitzer is planning that camp.

Carrie – That info should be coming out in the next few weeks. July 24 – 27th for 9–12-year-old. A teen livestock camp in Alamo will be happening in June.

Melinda – So Kenny, you are facilitating 3 weeks of camp this year?

Kenny – No, so Sarah is facilitating the northern/Western camp. I am largely leading the Central camp and supporting Rebecca in her camp and the Native College prep camp is run by Staci and Kari Emm.

Rich – Lets get back to financials.

Sarah - Move to receive and file.

Camp Facility Fees

Luetta – What is for-profit youth rate group?

Spencer – It is for any youth for profit organization.

Luetta – I appreciate the low \$1 increase, could we raise the other non-4-H and FFA rate higher?

What about weddings, what is the going rate for a Tahoe wedding? If we don't want hoodlums showing up having parties, should we price higher, so those people are not there.

Spencer - We are on the lower tier for weddings, but they pay the fee and the overnight fee for a few nights. With that figured in we are not really that cheap. We have not had riffraff but have had professional events. Hesitant to increase rate much especially with what is happening with the economy. Trying to keep increases at a minimum so we do not price out groups. We screen wedding and all groups.

Caroline – How much interest do we have to turn a lot of people away?

Spencer – Yes but mostly because they want peak dates, we plan to have about 10 weddings per year that fit within the gaps between other groups.

Kenny – Average weddings is \$8,000 to \$13,000 per wedding.

Ann – Do they pay the wedding fee and the day use fee?

Spencer – The weddings pay the wedding fee and then any additional days outside of that time.

Rich - Proposes a motion to approve fee schedule changes.

Luetta – first the motion to approve fee schedule changes.

Sarah – 2nds the motion.

The motion passes.

Announcements and other business

Sarah – when is the celebrity pro-am?

Spencer – I don't know if we will not be working with NBC this year. They abuse the relationship, and we will not be working with them.

Eric- Can you elaborate on the abuse?

Spencer – They started parking in our parking spots, they are no longer giving us any passes. They complained that they should be using what they want, they are more important. They joked in an email chain about the camp. Ended relationship after speaking with Edgewood who thought we should have ended it years ago. Still maintain a good relationship with Edgewood.

Sarah- They were rude, drove extremely fast in the camp, brought alcohol through camp.

Eric – Thanks for handling it professionally, we have your back.

Set date of next meeting

Next meeting will be August 1, 2023, at 10:00 am for a tour of camp and the meeting time at 11:00am at the Lake Tahoe 4-H Camp? State 4-H Camp.

Motion to approve meeting time by Caroline, seconded by Sarah meeting time.

Public Comment

Heather – Thanks Kenny for the updated financials

Adjourn

Meeting adjourned at 10:07 AM