

Camp Winnataska Board of Directors

January 22, 2018

Meeting was called to order at 6:00

Members Present: Jamie Barnes, Jim Cearlock, Carly Miller, Buddy Sharbel, Audrey Jost, Elin Glen, Jim Thornington, Geoff Fagin, Wes Cochran, Andrew Virciglio, Karen Moore, Barbara Sloan, and Wilson Yielding
Also present: Tricia Brice, Mary Owen, Mark Buerhaus

Jim T. shared a devotion.

Minutes from the last meeting were approved.

Facilities-

Bridge is progressing. They will lay the boards soon.

Pool bath house - Mark said they would be starting on the footing this week.

Reimel - It is being remodeled - all new cabinets and counters. The inspector gave the okay. Bob White was handling the structural issue - Karen was going to follow up and get it in writing.

Chico Hill - a dead tree needed to be removed. Mark said there were five other trees around camp that needed to also be removed. Elin moved to spend up to \$2,500 for the removal and Wes 2nd. The motion passed.

Pool pump needs to be replaced before summer. Jim T. is looking into pricing.

We are also working on getting a new dining hall fan!

Two Scout projects are being completed.

Registration-

Mo read an email from a distressed parent about the current registration process.

An email was sent to parents about the deadline for the "early bird payment".

Summer Ops-

Elin shared a list of proposed staff for the 2018 summer. They had many candidates interview. After discussion Audrey moved that the proposed staff be accepted.

Jim T. 2nd the motion and it passed. Buddy abstained from voting.

Camp Store- After discussing all business proposals for the 2018 summer, Elin made a motion to continue to have Bee and Marcy run the store. Carly 2nd and the motion passed. We will set an early deadline for Camp Store proposals for next summer.

Finances-

The finance committees recommendation was approved. Buddy abstained. See attached report.

Meeting was adjourned at 7:25.

Submitted by Audrey Jost

Camp Winnataska
Balance Sheet Prev Year Comparison
As of December 31, 2017

	<u>Dec 31, 17</u>	<u>Dec 31, 16</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Business Money Market	300,009.59	0.00	300,009.59	100.0%
Deposit - Money Market	36,915.42	301,357.68	-264,442.26	-87.8%
First Partners Bank CD	40,201.16	40,201.16	0.00	0.0%
Operating Winnataska	172,669.39	168,999.34	3,670.05	2.2%
Payroll Account	47,658.89	31,261.76	16,397.13	52.5%
Total Checking/Savings	<u>597,454.45</u>	<u>541,819.94</u>	<u>55,634.51</u>	<u>10.3%</u>
Accounts Receivable				
Deposits	1,000.00	1,000.00	0.00	0.0%
Total Accounts Receivable	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Current Assets	<u>598,454.45</u>	<u>542,819.94</u>	<u>55,634.51</u>	<u>10.3%</u>
TOTAL ASSETS	<u>598,454.45</u>	<u>542,819.94</u>	<u>55,634.51</u>	<u>10.3%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
Regions Credit Card	2,834.31	0.00	2,834.31	100.0%
Total Credit Cards	<u>2,834.31</u>	<u>0.00</u>	<u>2,834.31</u>	<u>100.0%</u>
Other Current Liabilities				
Unearned Camp Revenue	392,118.50	346,292.50	45,826.00	13.2%
Total Other Current Liabilities	<u>392,118.50</u>	<u>346,292.50</u>	<u>45,826.00</u>	<u>13.2%</u>
Total Current Liabilities	<u>394,952.81</u>	<u>346,292.50</u>	<u>48,660.31</u>	<u>14.1%</u>
Total Liabilities	<u>394,952.81</u>	<u>346,292.50</u>	<u>48,660.31</u>	<u>14.1%</u>
Equity				
2930 Retained Earnings	172,144.16	281,733.40	-109,589.24	-38.9%
Opening Balance Equity	24,383.28	24,383.28	0.00	0.0%
Net Income	6,974.20	-109,589.24	116,563.44	106.4%
Total Equity	<u>203,501.64</u>	<u>196,527.44</u>	<u>6,974.20</u>	<u>3.6%</u>
TOTAL LIABILITIES & EQUITY	<u>598,454.45</u>	<u>542,819.94</u>	<u>55,634.51</u>	<u>10.3%</u>

Camp Winnataska
Profit & Loss Prev Year Comparison
 January through December 2017

	Jan - Dec 17	Jan - Dec 16	\$ Change	% Change
Ordinary Income/Expense				
Income				
Camp Income				
6701 Camp Fees	942,125.00	917,236.20	24,888.80	2.7%
6702 Rental Revenue	23,941.00	11,295.00	12,646.00	112.0%
6704 Interest Income	9.59	2,306.00	-2,296.41	-99.6%
6705 Canteen Fd & Drinks Sold	200.00	385.50	-185.50	-48.1%
6706 Camp Store Income	53,977.63	50,145.02	3,832.61	7.6%
6709 Leased Employee Income	39,000.00	39,000.00	0.00	0.0%
6731 Camp - Other Income	95,578.00	3,248.52	92,329.48	2,842.2%
Total Camp Income	1,154,831.22	1,023,616.24	131,214.98	12.8%
Total Income	1,154,831.22	1,023,616.24	131,214.98	12.8%
Expense				
Camp Expenses				
6712 Canteen Cost of Goods Sold	18,739.12	12,928.03	5,811.09	45.0%
6750 Camp Store	47,621.24	48,208.39	-587.15	-1.2%
7005 Maintenance Salaries	69,432.00	69,299.49	132.51	0.2%
7008 Admin Salaries	44,000.00	45,175.96	-1,175.96	-2.6%
7009 Temporary Camp Salaries	64,652.50	60,308.10	4,344.40	7.2%
7010 Leased Employee	36,000.00	36,229.50	-229.50	-0.6%
7201 ER taxes	17,680.99	16,337.69	1,343.30	8.2%
7203 Medical Reimbursement	1,982.10	3,230.36	-1,248.26	-38.6%
8101 Medical, Health & Safety S	4,802.51	3,569.76	1,232.75	34.5%
8102 Insurance	44,232.90	45,176.86	-943.96	-2.1%
8103 Program Supplies	47,244.28	43,210.15	4,034.13	9.3%
8104 Food & Commissary	192,166.31	169,033.96	23,132.35	13.7%
8105 Sanitation & Janitorial Su	7,155.00	4,470.00	2,685.00	60.1%
8106 Office Supplies	922.98	1,752.83	-829.85	-47.3%
8131 Other Supplies Expense	0.00	511.18	-511.18	-100.0%
8201 Telephone & Internet Exp	9,113.95	5,778.22	3,335.73	57.7%
8202 Camp Brain/Constant Contac	6,215.00	5,890.00	325.00	5.5%
8205 Accounting Fees	7,700.00	2,400.00	5,300.00	220.8%
8301 Postage	344.95	1,042.96	-698.01	-66.9%
8305 Electricity	52,564.23	46,727.69	5,836.54	12.5%
8406 Gas	13,234.44	10,958.71	2,275.73	20.8%
8408 Water & Sewer	33,950.37	16,486.72	17,463.65	105.9%
8409 Dumpster & Septic pumping	11,724.11	6,916.14	4,807.97	69.5%
8413 Bldg & Grounds Maint Suppl	66,524.39	71,893.42	-5,369.03	-7.5%
8502 Payroll Processing Fees	1,801.38	1,707.15	94.23	5.5%
8510 Pool	14,989.68	9,679.74	5,309.94	54.9%
8511 Equipment Service	5,423.25	2,383.11	3,040.14	127.6%
8512 Rope Course Expense	2,314.00	2,454.00	-140.00	-5.7%
8513 Horses Expense	24,396.15	24,194.00	202.15	0.8%
8521 New Equipment Purchases	495.00	0.00	495.00	100.0%
8603 Photography	1,547.88	1,500.00	47.88	3.2%
8609 Outside Printing	3,000.00	0.00	3,000.00	100.0%
8702 Gas & Oil - Vehicles	7,943.16	8,668.84	-725.68	-8.4%
8703 Repairs - Vehicles	9,934.60	5,544.97	4,389.63	79.2%
8704 Plumbing Repairs	4,520.00	1,185.00	3,335.00	281.4%
8705 Electrical Repairs	5,788.04	0.00	5,788.04	100.0%
8714 ACA Dues	2,082.00	0.00	2,082.00	100.0%
8833 Staff Training	3,340.18	1,361.11	1,979.07	145.4%
9400 Interest Expense	96.79	279.11	-182.32	-65.3%
9401 Banking & Credit Card Fees	21,536.74	15,923.04	5,613.70	35.3%
9402 Advertising	4,200.00	2,485.44	1,714.56	69.0%
9403 Legal Service	0.00	24,822.49	-24,822.49	-100.0%
9404 Taxes, Licenses & Tags	328.94	-18.51	347.45	1,877.1%
9405 Miscellaneous Expense	0.00	150.00	-150.00	-100.0%
9406 Year Round Staff	4,100.00	2,100.00	2,000.00	95.2%
9407 Sales Tax Expense	3,642.92	0.00	3,642.92	100.0%
9620 Workers Comp	-2,265.77	10,216.00	-12,481.77	-122.2%
9630 Volunteer Appreciation	405.79	69.25	336.54	486.0%
Total Camp Expenses	917,624.10	842,240.86	75,383.24	9.0%
Total Expense	917,624.10	842,240.86	75,383.24	9.0%
Net Ordinary Income	237,207.12	181,375.38	55,831.74	30.8%

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Cash Basis

Camp Winnataska
Profit & Loss Prev Year Comparison
January through December 2017

	Jan - Dec 17	Jan - Dec 16	\$ Change	% Change
Other Income/Expense				
Other Expense				
9997 Capital Campaign	191,580.00	247,980.00	-56,400.00	-22.7%
9999 Special Projects	38,652.92	42,984.62	-4,331.70	-10.1%
Total Other Expense	230,232.92	290,964.62	-60,731.70	-20.9%
Net Other Income	-230,232.92	-290,964.62	60,731.70	20.9%
Net Income	6,974.20	-109,589.24	116,563.44	106.4%

Friends of Winnataska

2017 Report



Donations for 2017

358 Individual Donations at \$232,995.57
14 Corporate and Foundation
at \$23,175.00
1 InKind Gift at \$9,002.00
Self-generated funds from Camp
Winnataska at \$140,500.00

Total = \$405,672.57

Donations for 2016

190 Individual Donations at \$136,506.30
Corporate and Foundation
at \$143,212.84
4 InKind Gift at \$10,935.47
Self-generated funds from Camp
Winnataska at \$204,160.00

Total = \$494,814.61

CAPITAL CAMPAIGN TOTALS SINCE JUNE 30, 2013

Total for half of 2013	= \$79,026.59
Total of 2014	= \$96,503.29
Total of 2015	= \$199,079.21
Total of 2016	= \$494,814.61
Total of 2017	= \$405,672.57

GRAND TOTAL: \$1,275,096.28

+ \$100,000.00 deferred life insurance = \$1,375,096.28

For 2017, the 358 total donations and the \$232,995.57 income were impacted by:

Excitement over:

IceMaker Funding (32 Donors @ \$5,235.00)

The Dream Big Gala (111 Donors @ \$32,972.00)

The #BuildBridgesDontBurnThem! fundraiser (144 Donors @ \$31,959.00)

One super donor for Bath Houses (\$100,000.00)

Several other big donors (\$20,000.00; \$15,825.00; \$6,631.00; several \$5,000.00, \$2,000.00 and \$1,000.00 donations)

We were down in total donations from 2016:

\$494,814.61 - \$405,672.57= \$89,142.04

The reason is that in 2016, we received nice donations from:

\$17,371 in Regions Timber Money

\$10,000 from Hoar Construction Fund

\$50,000 from Daniel Foundation

\$45,000 from Phillips Grandchildren Advisory Fund

AND \$204,160 from Camp Winnataska (\$63,660.00 more than in 2017)

Big Projects for 2017 included:



\$238,598.05 for the Bath House Project

\$12,000.00 or so for Strickland Upgrade

\$12,000.00 or so for Kitchen Upgrade

\$12,500.00 or so for Chico Zealy Hall Repairs and Plaque

IDEAS FOR 2018, OUR 100th ANNIVERSARY YEAR:

Events:

Set: King Arthur Round Table Luncheon on Saturday, March 10, 2018 12:00 - 2:00
at Samford's Healing Arts Center (old Southern Living Building)
featuring a Talk by Dr. Mildred Leake Day, scholar of literature in the Latin
language about the legendary King Arthur, plus an Art Silent Auction

A Founders Walk/Run date TBD

Set: 4th of July Barbecue and Birthday Bash on Wednesday, July 4, 2018 9:00 - 4:00,
with a possible stay over until the next morning

Another Gala in the Fall

Fundraising Goals:

Priorities -

We have raised the money and the projects are started for

The Refurbished Bridge

A New Pool House

We have some money, but need to raise more for

New Activity Building

Want to break ground on July 4

We have \$260,809 and the building will cost \$725,000, so need to raise around
\$460,000

Chico Program and Facilities Improvements

We have 2 possible funders

We need to have 3 or 4 Chico Directors, Development Director, Facilities Head,
Tricia and Ann set a meeting

Dining Hall and Kitchen Expansion and Improvements (\$200,000+)

We have a possible plan for fundraising if we can wait till 2019

We have ideas for expansion, but need input from Architects and Chris Vizzina

Whit Macknally Landscape/Erosion and Play Field Design (\$25,000.00)

We have a possible donor to ask soon

Camp Winnataska Board of Directors

May 14, 2018

Meeting was called to order at 6:00

Members Present: Jamie Barnes, Buddy Sharbel, Audrey Jost, Elin Glen, Geoff Fagin, Andrew Virciglio, Wilson Yielding, Tricia Brice, and Mary Owen

Wes C. shared a devotion.

Minutes from the last meeting were approved.

Facilities-

1. Pool bath house is a getting finished up. Mark had requested (prior to tonight) to hire a few staff members to work extra time to help complete this project and the board approved.
2. The shades for all the main side huts are done. They look great!
3. The bridge will be finished soon.

Registration-

Camp fees for 2019-

Finance committee proposed a 2.7% increase. There was lots of discussion. It was decided that the fees for next summer would be as follows:

Mainside and full Chico - \$765

Mini Chico - \$420

Early registration recommendations -

One week pre-registration for previous campers from 2018 was discussed.

We decided to re-visit this.

New Business-

Jamie asked if someone from the board would be interested in serving on the Timber Committee.

Wilson volunteered to do this.

Next meeting will be June 24 at Camp.

Meeting was adjourned at 7:35.

Submitted by Audrey Jost

Camp Winnataska Board of Direct

August 27, 2018

Meeting was called to order at 6:00 – Carly Miller

Members Present: Carly Miller, Buddy Sharbel,
Audrey Jost, Elin Glen, Jim Thornington, Andrew Virciglio
Karen Moore, Wilson Yielding, Tricia Brice and Mark Buerhaus

Jim T. shared a devotion.

There were no minutes from the June meeting – Executive meeting at Camp
No July meeting

Facilities-

Jim T talked about improvements to the health hut.

Nature Hut needs to be looked at and restored

Ideas for improving the space where Stockham used to be were shared- leveling,
putting lights, using for soccer ..

Making all signs around camp uniform

Programs – Building a pavilion structure at Rushton

Building another pier at the fishing dock for canoeing

Some of these will be done as Eagle projects

Jim T asked for an additional 25,000 (FOW has allotted \$10,000) to be used for
health hut renovation.

Audrey moved to add up to \$25,000 for heath hut renovation.

Elin seconded – motion passed

Summer Ops-

Elin shared the proposed dates for 2018-2019.

The proposed dates are attached.

Finances-

Karen shared an income statement from the camp store. There was much
discussion and confusion. It was decided that we would ask for more information
from Marci and Bea.

Karen shared the balance sheet as of July 31, 2018. There was discussion a
about the amounts left for this year. We will re-visit at the next meeting.

The balance sheet is attached.

Old Business-

Camp Store- discussion will be at next meeting. We will talk about opening up the option for others to bid.

Next meeting will be September 17 at 6:00 at Bradley Arrant

Meeting was adjourned at 7:35.

Submitted by Audrey Jost

2018-2019 Proposed Dates

Camp Closed

- November 14-25

Registration Open

- October 15 – 2018 families
- November 5

Workdays

- September 8
- October 20
- November 3
- January 26
- February 2
- March 2
- April 13
- All of May

Open Houses

- October 28
- April 14
- May 5

Leader and Staff Interviews

- January 5
- January 12

Staff Training

- February 1-3

1st Year Leadership Training

- March 1-3

Returning Leaders Training (make up for 1st Years)

- April 13-14

Pre-Camp

- Start May 25

Candles and Carols

- December 16

Gala

- Sept 6

Fun Run/Opt Outside

- Nov. 23

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Cash Basis

Camp Winnataska
Balance Sheet Prev Year Comparison
As of July 31, 2018

	Jul 31, 18	Jul 31, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Business Money Market	310,577.77	0.00	310,577.77	100.0%
Deposit - Money Market	12,332.91	226,622.92	-214,290.01	-94.6%
First Partners Bank CD	40,442.36	40,201.16	241.20	0.6%
Operating Winnataska	28,284.74	193,554.16	-165,269.42	-85.4%
Payroll Account	9,171.15	66,531.11	-57,359.96	-86.2%
Total Checking/Savings	<u>400,808.93</u>	<u>526,909.35</u>	<u>-126,100.42</u>	<u>-23.9%</u>
Accounts Receivable				
Deposits	1,000.00	1,000.00	0.00	0.0%
Total Accounts Receivable	<u>1,000.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>0.0%</u>
Total Current Assets	<u>401,808.93</u>	<u>527,909.35</u>	<u>-126,100.42</u>	<u>-23.9%</u>
TOTAL ASSETS	<u>401,808.93</u>	<u>527,909.35</u>	<u>-126,100.42</u>	<u>-23.9%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Credit Cards				
Regions Credit Card	-20,737.79	4,155.37	-24,893.16	-599.1%
Total Credit Cards	<u>-20,737.79</u>	<u>4,155.37</u>	<u>-24,893.16</u>	<u>-599.1%</u>
Total Current Liabilities	<u>-20,737.79</u>	<u>4,155.37</u>	<u>-24,893.16</u>	<u>-599.1%</u>
Total Liabilities	<u>-20,737.79</u>	<u>4,155.37</u>	<u>-24,893.16</u>	<u>-599.1%</u>
Equity				
2930 Retained Earnings	179,359.56	172,144.16	7,215.40	4.2%
Opening Balance Equity	24,383.28	24,383.28	0.00	0.0%
Net Income	218,803.88	327,226.54	-108,422.66	-33.1%
Total Equity	<u>422,546.72</u>	<u>523,753.98</u>	<u>-101,207.26</u>	<u>-19.3%</u>
TOTAL LIABILITIES & EQUITY	<u>401,808.93</u>	<u>527,909.35</u>	<u>-126,100.42</u>	<u>-23.9%</u>

Camp Winnataska
Profit & Loss Prev Year Comparison
January through July 2018

	Jan - Jul 18	Jan - Jul 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
Camp Income				
6701 Camp Fees	944,360.00	932,045.00	12,315.00	1.3%
6702 Rental Revenue	4,750.00	9,940.00	-5,190.00	-52.2%
6704 Interest Income	258.14	0.00	258.14	100.0%
6705 Canteen Fd & Drinks Sold	0.00	200.00	-200.00	-100.0%
6706 Camp Store Income	66,140.19	53,030.33	13,109.86	24.7%
6731 Camp - Other Income	7,522.39	85,218.00	-77,695.61	-91.2%
Total Camp Income	<u>1,023,030.72</u>	<u>1,080,433.33</u>	<u>-57,402.61</u>	<u>-5.3%</u>
Total Income	1,023,030.72	1,080,433.33	-57,402.61	-5.3%
Expense				
Camp Expenses				
6712 Canteen Cost of Goods Sold	14,756.86	17,068.98	-2,312.12	-13.6%
6750 Camp Store	79,744.65	41,885.87	37,858.78	90.4%
7005 Maintenance Salaries	41,370.00	41,132.00	238.00	0.6%
7008 Admin Salaries	26,950.00	24,150.00	2,800.00	11.6%
7009 Temporary Camp Salaries	96,650.00	64,252.50	32,397.50	50.4%
7010 Leased Employee	21,000.00	21,000.00	0.00	0.0%
7201 ER taxes	15,929.43	12,811.28	3,118.15	24.3%
7203 Medical Reimbursement	1,029.71	1,208.24	-178.53	-14.8%
7204 Cell Phone Allowance	700.00	0.00	700.00	100.0%
8101 Medical, Health & Safety S	4,474.90	4,102.51	372.39	9.1%
8102 Insurance	48,859.84	44,232.90	4,626.94	10.5%
8103 Program Supplies	60,612.87	46,819.93	13,792.94	29.5%
8104 Food & Commissary	146,767.68	187,378.10	-40,610.42	-21.7%
8105 Sanitation & Janitorial Su	3,437.18	3,725.00	-287.82	-7.7%
8106 Office Supplies	65.77	885.60	-819.83	-92.6%
8201 Telephone & Internet Exp	5,401.37	5,186.59	214.78	4.1%
8202 Camp Brain/Constant Contac	665.00	740.00	-75.00	-10.1%
8205 Accounting Fees	4,500.00	4,400.00	100.00	2.3%
8301 Postage	322.70	338.30	-15.60	-4.6%
8305 Electricity	36,481.68	29,891.80	6,589.88	22.1%
8406 Gas	2,900.28	13,009.50	-10,109.22	-77.7%
8408 Water & Sewer	18,039.12	19,408.31	-1,369.19	-7.1%
8409 Dumpster & Septic pumping	8,661.14	8,928.94	-267.80	-3.0%
8413 Bldg & Grounds Maint Suppl	59,997.92	56,933.52	3,064.40	5.4%
8502 Payroll Processing Fees	1,567.31	1,363.87	203.44	14.9%
8510 Pool	10,191.32	11,332.43	-1,141.11	-10.1%
8511 Equipment Service	3,364.08	3,836.51	-472.43	-12.3%
8512 Rope Course Expense	1,118.85	2,314.00	-1,195.15	-51.7%
8513 Horses Expense	24,150.00	24,209.70	-59.70	-0.3%
8521 New Equipment Purchases	1,388.43	495.00	893.43	180.5%
8603 Photography	0.00	47.88	-47.88	-100.0%
8609 Outside Printing	2,597.50	0.00	2,597.50	100.0%
8702 Gas & Oil - Vehicles	6,492.58	5,178.63	1,313.95	25.4%
8703 Repairs - Vehicles	2,707.93	4,418.59	-1,710.66	-38.7%
8704 Plumbing Repairs	5,674.00	3,730.00	1,944.00	52.1%
8705 Electrical Repairs	6,034.49	1,653.04	4,381.45	265.1%
8833 Staff Training	2,871.74	3,340.18	-468.44	-14.0%
9400 Interest Expense	592.99	96.79	496.20	512.7%
9401 Banking & Credit Card Fees	14,195.23	13,824.39	370.84	2.7%
9402 Advertising	12,500.00	2,100.00	10,400.00	495.2%
9407 Sales Tax Expense	2,079.40	3,582.97	-1,503.57	-42.0%
9620 Workers Comp	6,735.00	-2,265.77	9,000.77	397.3%
9630 Volunteer Appreciation	0.00	405.79	-405.79	-100.0%
Total Camp Expenses	<u>803,578.95</u>	<u>729,153.87</u>	<u>74,425.08</u>	<u>10.2%</u>
Total Expense	803,578.95	729,153.87	74,425.08	10.2%
Net Ordinary Income	219,451.77	351,279.46	-131,827.69	-37.5%
Other Income/Expense				
Other Expense				
9999 Special Projects	647.89	24,052.92	-23,405.03	-97.3%
Total Other Expense	647.89	24,052.92	-23,405.03	-97.3%
Net Other Income	-647.89	-24,052.92	23,405.03	97.3%
Net Income	<u><u>218,803.88</u></u>	<u><u>327,226.54</u></u>	<u><u>-108,422.66</u></u>	<u><u>-33.1%</u></u>

Camp Winnataska Board of Directors

September 17, 2018

Meeting was called to order at 6:00 – Carly Miller

Jim Thorington shared a devotional

Minutes from the August 27th meeting were approved

Camp Store – Marcie and Bee reviewed the camp store inventory

- Marcie and Bee mentioned that they were concerned about the number of shirts left over from last year. Yearend inventory showed \$9,000 of inventory in shirts. This was so high that they did a second inventory to confirm the number. They explained that because shirts had to be reordered several times last year, they ordered extra inventory to compensate. Marcie further explained that the shirts did not sell as well as projected.
- Wilson inquired about \$6,000 listed as “other expenses”
- Buddy mentioned that cash in for the camp store would need to be greater than cash out next year.
- Marcie requested that we keep parents from bringing in outside packages next year to encourage shopping at the camp store.

Facilities – Mark discussed upgrades to the field at the former gym site and reviewed The Bridge and Pool House projects.

- Mark reviewed The Stockham Field bid for grading and erosion control submitted by Mr. Andrews. He explained that the grading and erosion control would cost \$3,000 if no top soil is needed. Any additional top soil needed is estimated to cost \$375 per load. Other project expenses would include labor for installing LED lights at each end of the field, lighting supplies from Lowe’s, Lights and brackets from Mayer, and Hay from Tractor Supply. See attached documents for details.
 - Buddy discussed the field encroaching on the space where the activity building might go. He also questioned whether it makes sense to renovate the field area if we are just going to tear it up for construction of the Activity building.
 - Mark explained that there would not be any sort of retaining wall built but that berms would be installed for erosion control and Bermuda grass would be planted
 - Buddy asked about using highway grass mix instead of Bermuda.
-
- **Elin moved that the BOD approve up to \$10,000 for the field project.**
Wes seconded
FOW will have to approve the funding
Motion was unanimously approved.

Stockham Field Project

Contractor	Service	BID	Budget	Notes
Jeremy Andrews	Grading field, water control	\$3,000.00	\$6,375.00 WITH 10 loads of top soil	no top soil in quote if needed \$375 per load
JK Services	Labor to install lights	\$800.00	\$800.00	
Lowe's	Supplies for lighting	\$156.33	\$156.33	Electrical Supplies
Mayer Electrical	Lights + Brackets	\$980. ²⁶	\$900.00	2X @ \$450.00 each
	Bermuda Grass Seed		\$600.00	3X @ \$200.00 each
Tractor Supply	Hay		\$100.00	
	TOTAL		\$8931.33	


- Mark reviewed the bridge project spending and explained that the project came in under budget. Detailed bridge project pricing sheet attached.

Bridge Project Pricing Sheet							
DATE	CONTRACTOR	SERVICE	BUDGET	ACTUAL COST	DIFFERENCE	PAID	NOTES
11/15/17	Ace Painting	clean and paint	\$18,500.00	\$18,500.00	0	Yes Barbara Check	
12/14/18	Lowe's	Wood and supplies	\$5345.68	\$5517.81	-\$172.13	Yes MARK CC 5213	more items needed
12/21/17	Lowe's	supplies	\$169.05	\$169.05	0	Yes MARK CC 5213	
1/11/18	Lowe's	supplies	\$1,287.67	\$1,287.67	0	Yes MARK CC 5213	
1/30/18	Bresco Steel	Steel Plates	\$198.00	\$198.00	0	Yes MARK CC 5213	
2/1/18	Lowe's	supplies	\$380.70	\$380.70	0	Yes MARK CC 5213	
2/20/18	Lowe's	supplies	\$39.97	\$39.97	0	Yes MARK CC 5213	
2/28/18	Home Depot	supplies	\$76.84	\$76.84	0	Yes MARK CC 5213	
2/28/18	Lowe's	supplies	\$120.12	\$120.12	0	Yes MARK CC 5213	
2/28/18	Bresco Steel	Bending of Steel	0	\$20.00	-\$20.00	Yes MARK CC 5213	not budgeted unknown cost
3/14/18	Home Depot	supplies	\$112.27	\$112.27	0	Yes MARK CC 5213	
3/16/18	Bresco Steel	Bending of Steel	0	\$35.20	-\$35.20	Yes MARK CC 5213	not budgeted unknown cost
3/16/18	Lowe's	supplies	\$349.40	\$349.40	0	Yes MARK CC 5213	
4/11/18	Lowe's	supplies	\$99.63	\$99.63	0	Yes MARK CC 5213	
5/2/18	Huffstutler Construction	General Labor	0	\$1,800.00	-\$1,800.00	Yes Barbara Check	not budgeted, ran out of time
5/20/18	Carl Mooney	General Labor	0	\$1,000.00	-\$1,000.00	Yes Barbara Check	not budgeted, ran out of time
5/21/18	Lowe's	supplies	\$141.57	\$141.57	0	Yes MARK CC 5213	
5/21/18	Lowe's	supplies	\$32.60	\$32.40	0	Yes MARK CC 5213	
5/22/18	Home Depot	supplies	\$66.42	\$66.42	0	Yes MARK CC 5213	
		TOTAL	\$26,919.92	\$29,947.05	\$3,027.33		

- Mark reviewed the Pool Bathhouse Project. He explained that originally the BOD approved \$82,000 plus 10% for overages. Mark explained that actual expenses for the foundation and wall were much higher than the budgeted amounts. Lowe's expenses also came in over budget.
- Jim Cearlock asked why the BOD was not notified when the expenses exceeded the 10% cushion that had been allotted for overages.
- Mark explained that this was because 3 different people were doing the spending without good communication back to him about the amounts spent.
- Buddy mentioned that cost variances can always be an issue because we do not currently sign formal contracts with our contractors.
- Jim Cearlock stated that all invoices should be going back to Mark because he is the project manager. He also stated that Barbara should not be approving expenses without first verifying them with Mark.
- The Board discussed not using the contractor whose actual prices were almost double his original bid for future projects.

CONTRACTOR	DATE	Credit Card Used	Amount	REASON
Lowe's	2/1/18	Mark 5213	\$811.99	Wood for Bath House
Lowe's	3/12/18	Mark 5213	\$1,552.74	Wood for Bath House
Mayer Electric	3/13/18	Barbara 5144	\$1,361.20	Electrical For Bath House
Lowe's	3/16/18	Mark 5213	Credit - \$109.11	wrong bolts needed
Lowe's	4/10/18	Mark 5213	\$2,195.22	Wood For roof
Lowe's	4/11/18	Mark 5213	\$736.70	\$31.00 for bolts, \$585.00 Paint, \$79.00 delivery fee, \$41.70 tax
Lowe's	4/16/18	Mark 5213	Credit - \$83.74	Refund for delivery fee for paint and bolt delivery
Lowe's	4/27/18	Mark 5213	\$65.71	Bolts for anchoring wood
Lowe's	5/2/18	Mark 5213	\$137.50	Bolt for anchoring wood
Lowe's	5/3/18	Mark 5213	\$26.87	Plywood clips for roof
Lowe's	5/3/18	Mark 5213	\$30.71	Plywood clips for roof
Mayer Electric	5/3/28	Barbara 5144	\$740.40	Electrical For Bath House
Southern Tool	5/4/18	Mark 5213	\$493.75	Lift for roof construction
Lowe's	5/4/28	Mark 5213	\$1,482.82	\$262.72 Wood, \$338.30 Paint sprayer (to be worked off by Mike Drake), \$747.00 Paint, \$134.80 Tax
Lowe's	5/7/18	Mark 5213	\$351.91	Paint supplies
Lowe's	5/8/18	Mark 5213	\$134.20	Paint
Lowe's	5/8/18	Mark 5213	\$278.70	Wood for Bath House
Lowe's	5/9/18	Mark 5213	\$28.59	Spray Tip Paint Supplies
Lowe's	5/9/18	Mark 5213	\$943.43	\$412.00 Paint, \$445.66 Wood, \$85.77 Tax
Lowe's	5/9/18	Mark 5213	\$310.63	\$48.68 Wood, \$233.71 Light fixtures, \$28.24 tax
Home Depot	5/9/18	Mark 5213	\$1,664.98	Light Fixtures for Pool Bath House
Lowe's	5/10/18	Mark 5213	\$525.32	\$15.74 Paint Supplies, \$461.82, \$47.76 tax
Lowe's	5/10/18	Mark 5213	Credit - \$525.32	Return paint and supplies because it qualified for QSP (Quantity Supply Program)
Lowe's	5/10/18	Mark 5213	\$446.52	\$13.34 Paint Supplies, \$392.59 Paint, \$40.59 tax. after QSP
Lowe's	5/11/18	Mark 5213	\$105.70	\$71.81 Paint Supplies, \$24.28 Electrical Supplies, \$9.61 Tax
Lowe's	5/15/18	Mark 5213	\$83.94	Paint
Lowe's	5/16/18	Mark 5213	\$8.40	Paint Supplies
Lowe's	5/16/18	Mark 5213	\$60.59	\$47.12 Paint Supplies, \$7.96 Electrical, \$5.51 Tax
Fastenal	5/18	Mark 5213	\$44.19	Anchors for Doors
Lowe's	5/24/18	Mark 5213	\$27.45	Paint Supplies
Sustainable Supply	5/24/18	Mark 5213	\$102.70	Toilet paper holders, and soap dispensers
Walmart	5/31/18	Mark 5213	\$17.72	Paint to shade concrete at bottom of trees to make it look like trees
Lowe's	5/31/18	Mark 5213	\$129.46	Electrical Supplies
Lowe's	6/4/18	Mark 5213	\$87.41	Electrical Supplies
Lowe's	6/7/18	Mark 5213	\$44.96	Paper towel holder , and trash Can for front
		Barbara 5144 Total	\$2,101.60	
		Mark 5213 Total	\$12,212.64	
		Total	\$14,314.24	

- Mark mentioned that the maintenance shed had been cleaned.
- Mark discussed a letter from the health department pertaining to the gastrointestinal issue from last summer. The letter explained that the health department's investigation found that the issues were not related to food born illness. A copy of the letter is attached.


An Outbreak of Gastrointestinal Illness at a Camp in St. Clair County, Alabama – June 2018 (AL1806UGI-58a)

Key Investigators		Lori Lloyd, BSN, RN	
District Investigator (DI):		L. Amanda Ingram, MPH	
Central Office Epidemiologist:		Susan Norman, RN	
Central Office Nurse Manager:		Trina Bryan, Charmia Tinsley	
Environmentalist:			

Context/Setting/Background			
Facility Name: Camp Winnataska	Facility Type: Camp		
County: St. Clair	Public Health District (PHD): Northeastern		
Etiology: Unknown			
Number of persons at risk or exposed:	320 (240 campers, 80 staff)		
Number of persons reportedly ill:	25 (21 campers, 4 staff)		
First known onset date:	06/19/2018		

Initiation of Investigation			
Initial report from:	Trina Bryan, Environmental Supervisor – St. Clair County		
Reported to DI/Public Health:	06/20/2018	10:00	am
Investigation initiated by Public Health:	06/20/2018	10:00	am
Environmental inspection/visit:	06/20/2018		
State Epidemiologist consult?	No		
Conference call convened?	No		
Do all hand washing stations have:	Running water?	Yes	Soap? Yes
Specimens/Samples Requested:	Clinical?	Yes	Environmental? Yes
Specimens/Samples Collected:	Clinical?	None	Environmental? None

Control measures/prevention/mitigation recommendations to facility		
06/20/2018	LL	Reviewed "Recommended Control Measures for Prevention for Gastrointestinal Outbreaks"
*A written copy of all control measures/prevention/mitigation recommendations was provided to Mark Buerhaus, Director, on 06/20/2018 (LL).		

DI Activities Implemented		
06/20/2018	LL	Would this site benefit from training on outbreak identification? If yes, why? If no, why not? No, outbreak was reported properly within 24 hours.

Investigation Methods

Any initial investigative activity

An outbreak of unknown gastrointestinal illness was reported at a camp in St. Clair County to the Alabama Department of Public Health. There were 18 campers reportedly ill with vomiting and nausea with the earliest known illness onset of June 19. Campers participated in a variety of activities while attending camp including swimming in the pool and creek, recreational gym games, canoeing, horseback riding, climbing high and low ropes, crafts, and archery.

Data collection and analysis methods

Upon notification, Infectious Diseases & Outbreaks (ID&O) Division opened an outbreak investigation. An Epidemiological Outbreak Investigation Report (EOIR) and a surveillance line list were created and used to gather information from ill individuals. Clinical specimens were requested to be collected and sent to the Bureau of Clinical Laboratories (BCL) for enteric pathogen testing. A detailed schedule of events was requested from the camp director to identify any potential exposures. An environmental assessment was requested to be performed by the Bureau of Environmental Services (BES).

Tools that were relevant to the investigation

EOIR, Epidemic curve, Surveillance line list, Environmental assessment report

AL1806UGI-58a (08/27/2018, LAI)

1

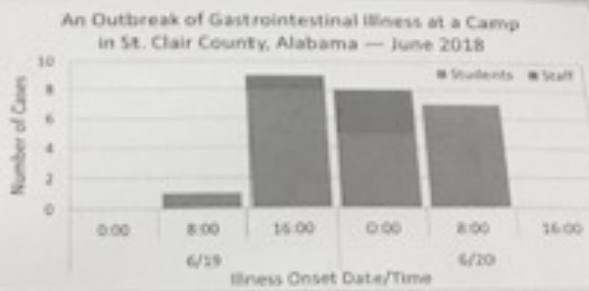
Case definition

A case was defined as any individual associated with the camp who became ill with vomiting and/or diarrhea between June 19 and 21.

Investigation Findings/Results

Epidemiologic Results

- Twenty-five individuals were included on the surveillance line list; all met the case definition.
 - Campers – 21 (84%)
 - Staff – 4 (16%)
- Median age (in years) – 10
- Male – 24 (96%)
- Chico Huts:
 - Chickasaw – 20 (80%)
 - Creek – 4 (16%)
 - Tienda – 1 (4%)
- Signs and Symptoms:
 - Vomiting – 25 (100%)
 - Diarrhea – 4 (16%)



Other analytic findings

At the beginning of each camp season, a camp and food establishment inspection must be conducted to permit the camp and its dining hall. On June 19, that inspection was conducted by an environmentalist. No critical violations were identified. As such, the camp received a score of 98. On June 20, two environmentalists went back to the camp to conduct an environmental assessment of the camp's dining hall due to the report of this outbreak. There were no employees reported as ill prior to the outbreak. Proper handwashing was observed. Ready-to-eat foods were handled with gloves, utensils, and tongs. The walk-in cooler was 10°F (Reference: ≤41°F), while the walk-in freezer was 20°F (Reference: ≤32°F). No foods were being prepped or cooked during the time of the assessment and no foods were available for testing, as all foods are discarded at the end of the day. Finally, foods brought by the campers were placed in a single cooler within the walk-in cooler away from foods provided by the camp.

Discussions and/or conclusions

Based on the epidemic curve and surveillance line list, it was determined that an outbreak did occur at the camp. Campers arrived at the camp on June 17. By June 19 at 3:52 pm, campers and staff alike started becoming ill with vomiting, with the last becoming ill June 20 at 3:58 pm.

Given this information, there are only a handful of enteric pathogens that are frequently associated with foodborne disease outbreaks and have a short incubation period and duration of illness. *Staphylococcus aureus* enterotoxin (incubation period: 1-6 hours; illness duration: 24-48 hours) is the only one that is characterized by sudden onset of nausea and vomiting. Foods typically implicated in these types of toxin-mediated outbreaks include foods that are handled by people and subsequently not cooked (e.g., sliced/diced meats, potato salads, egg salads, cream pastries, etc.).¹

When reviewing the camp's dining hall menu, there were only three food items served during breakfast or lunch on June 19 that could potentially be implicated: scrambled eggs, grapes, and yogurt bar. However, if these foods were the source of the outbreak, many more individuals would have been expected to become ill as 320 individuals were exposed to the dining hall that day.

It is more likely that some event happened in the Chickasaw chico hut that caused these illnesses, as everyone in this chico hut became ill. If the camper who first became ill vomited in the presence of other campers, there is the potential that those who subsequently became ill had a psychogenic response to seeing someone vomit.

Unfortunately, there were no clinical specimens provided by the ill individuals, nor were there any food samples available for testing. As such, control measures were provided to the camp director on June 20 and with no newly reported ill, the outbreak was closed on July 12.

L. Amanda Ingram, M

Summer Ops – Mo and Elin reviewed the summer report

- Mo mentioned that we were at almost 100% capacity for last year including 6 scholarships.

- Mo stated that the Camp Brain reconfiguration to accommodate early registration was nearing completion.
- Mo reviewed the pre pre-registration process for families affected by the GI bug last year and mentioned that it would begin on October 15th.
- Mo reviewed the pre-registration process. Mo explained that we will email a link to returning families to access the pre-registration site. She also advised that the email should include a message that there would be repercussions for families that share the link.
- Buddy revisited going back 2 years instead of just one for returning camper pre-registration.
- Wilson stated that if we go back 2 years then there would be the possibility that camp would be completely booked after pre-registration. He explained that this would mean there would be no open spots for new campers.
- Elin discussed stay over campers and recommended that we remove the verbiage regarding stayovers from our marketing materials. There was consensus that the stay over verbiage should be removed from marketing materials. Elin stated that no motion was needed.
- Elin reviewed the end of summer report
- Jim asked about weekly director openings particularly how Irene's week would be filled.
- Elin stated that she would work with Rut to fill the opening and would email the BOD to approve the slate of directors for next year.
- Jamie asked the board to consider possible nominations for the BOD.

The Board moved to executive session.

Closing –

- Buddy made a motion that Andrew and Buddy draft a proposal for Camp Store bids for 2019
- The motion was seconded and approved unanimously

Next meeting will be October 22nd

Camp Winnataska Board of Directors

November 19, 2018

Meeting was called to order at 6:00 – James Barnes

Members Present: Andrew Virciglio, Audrey Jost, Buddy Sharbel, Carly Miller, Elin Glenn, Geoff Feagin, Jim Cearlock, Jim Thorington, Wes Cochran, Mary Owen, Wilson Yeilding, Ann Pickens

Jim T. shared a devotion.

Minutes from the October meeting were shared and approved.

Registration-

Mo said we were at approximately 90% occupancy after registration. There are only two camps that have openings. She said getting the payments for the early registration was extremely difficult this year and proposed a change for next year. Her proposal was to have parents pay the deposit online during pre-registration. We all agreed that sounded like a good plan.

Facilities-

Jim T. said the health hut demo was complete and some of the structures were in place. This project is currently on schedule. He noted that Thomas has been a big help with this.

The field is completely sodded and has been seeded with Rye grass for the winter – at the recommendation of the landscaper. It has been roped off until spring.

The big house has had the mold removed and been cleaned and sanitized. Ann said it looked great.

There are currently several Eagle Scout projects in progress. They are a frisbee golf course, a floating dock, and a horse washing station.

Capital Campaign –

Elin shared the Opt Out Friday day at camp was at 1:00. Everyone should meet at the front gate for a hike around the grounds. If it was raining everyone will meet in the gym for games.

Letters and emails will be sent to the mailing list for the end of the year donations.

Field Day - \$ 12,000 was raised and they are working on bigger gifts from families for specific projects.

Elin said the pavilion at the Rushton campsite would be a mini-gavillian. They had received a quote for a similar project for \$5,000.

Executive Session-

New board members were voted on and approved.

Audey Jost will remain on the board for another term.

Sara Graffeo Weinacker will be joining as a new member on the board.

Camp Store Proposal – Buddy re-visited this and there was much discussion. Buddy moved and Wilson 2nd and it passed. It is attached to these minutes.

Elin moved that we hire Tricia Brice for program director. Jim T 2nd and the motion passed.

Next meeting - December 17 at 6:00 at Wilson Yeilding's office (across the street)

Meeting was adjourned at 7:15

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Submitted by Audrey Jost

- Store proposal follows



Camp Store

Request for Proposal/Quotation

Name of Applicant

Camp Winnataska

Summer Mailing Address:
260 Winnataska Drive
Pell City, AL 35128

Off-season Mailing Address:
P. O. Box 59667
Birmingham, AL 35209

205-640-6741

info@winnataska.org

Submission Details

Submission Deadlines

All submissions for responding to this request must be submitted on paper and post-marked or electronically submitted *preferred* no later than:

December 15, 2018
No later than 5:00pm CDT

Submission Delivery Address

The delivery address to be used for all submissions is:

James Barnes
President, Board of Directors
c/o Camp Winnataska
P. O. Box 59667
Birmingham, AL 35209
Cell: 205-910-9479
Email: barnes.jamesb@gmail.com

Electronic submissions are preferred and encouraged.

Submission Questions and Clarifications

You may contact the following person if you have any questions or require clarification on any topics covered in this Request For Proposal:

James Barnes
President, Camp Winnataska Board of Directors
Cell: 205-910-9479
Email: barnes.jamesb@gmail.com

Electronic Submissions

Electronic submissions in response to this Request for Proposal are preferred and encouraged. Any submissions will be accepted as long as they meet the following criteria:

- *Sent via email to: barnes.jamesb@gmail.com
- *Preferred method of submitting/receiving submissions.

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Business Overview & Background

Give a brief overview of your vision for stocking, organizing and managing the Winnataska camp store, including a description of the products you will sell.

Scope of Services Required

With oversight from the Summer Camp Director and a designated representative from the Camp Board of Directors, Applicant will operate and manage the Camp Store. Activities will include the following:

- Operate and manage the Camp Store on Saturdays, Sundays and Wednesdays during Summer Camp Season including merchandising, organizing and maintaining inventories. Contractor shall be provided with space within a building located on Camp property to perform these activities. Currently, the space is located in the lobby and one wing of Strickland Lodge. The Camp reserves the right to allocate different space if deemed necessary to accommodate other camp operations.
- Operate and manage the Camp Store for special events as requested by Board of Directors or Friend of Winnataska (i.e. Candles & Carols, 100th Anniversary Celebration, etc.)
- Select and price items to be sold; Ensure that all non-imprinted items are ready for sale.
- Work with graphic designers and vendors (at Applicant's expense) to ensure a quality product and create images for imprints on t-shirts and other items.
- Maintain detailed inventory and supplemental electronic inventory system for all Camp Store items and clothing.
- Recruit and train volunteers to work the Camp Store. (A volunteer base is available but must be trained. Summer Staff "Comanches" are tasked to assist on selected operating days.)
- Develop and institute a delivery method to campers including pre-sales.
- Provide for changes or substitutions in merchandise expected should the requested items not be available.
- Inventory and pack for storage and retention all unsold items at the end of Camp Summer Season.
- Provide detailed inventory of all unsold items at the end of Camp Summer Season no later than end of the 3rd quarter 2019.
- Provide and maintain dedicated Camp Store debit/credit card transmission payment system.

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Proposal Terms

- For the 2019 Camp Season, the selected contractor for the camp store (the "Contractor") will be provided with existing inventory approximately consisting of the items shown on the attached inventory list (the "Existing Inventory"). Contractor is responsible for viewing this inventory and ensuring their comfort level with the accuracy and condition of the listed items.
- Contractor will be provided with a specified amount of camp funds (the "Upfront Inventory Purchase Amount") to purchase additional inventory. The Contractor should include this amount in its proposal. All merchandise purchased and/or offered for sale in the camp store is subject to the approval of the Camp Board. The Camp Board will provide such funds in such manner as it deems appropriate in its sole discretion, which may include paying for the merchandise directly to the vendor, providing funds directly to the Contractor to accomplish the purchase, or reimbursing the Contractor for previous purchases, based on supporting receipts, or any other method or combination of methods the Camp Board deems appropriate.
- At the request of the Contractor, the Board may, in its sole discretion, provide additional funds for inventory purchases to the Contractor (the "Discretionary Additional Amounts")
- Contractor commits to reimburse \$_____ (representing the Upfront Inventory Purchase Amount plus the assigned value of the Existing Inventory plus the Discretionary Additional Amounts) to the Camp Board on or before August 31st, 2019. This total amount is referred to herein as the "Total Camp Inventory Cost".
- After the camp has been reimbursed the Total Camp Inventory Cost, the Contractor shall be entitled to receive an amount equal to ____% of sales in excess of the Total Camp Inventory Cost. The Camp Board shall be entitled to retain the remaining ____%.
- All inventory of the Camp Store, including Existing Inventory and any additional inventory purchased with the Upfront Inventory Amount, the Discretionary Additional Amounts or with the Contractor's own funds, or otherwise, shall remain the property of the Camp at all times, and can only be sold in the Camp Store or at Camp-sponsored events. Any inventory remaining at the expiration of the contract with the Contractor shall remain the property of Camp and the Contractor shall be required to properly organize and store the inventory in the Camp Store.
- Other than as stated above, the Contractor is responsible for any and all expenses necessary to stock, market, maintain, operate and otherwise manage the Camp Store, including any travel related expenses such as transportation or meals.
- Contractor shall be responsible for filing all state and local sales tax on a monthly basis.

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- Contractor is required to obtain and maintain in force during performance of Contractor's duties hereunder all sales tax identification numbers, licenses, permits or governmental approvals to lawfully provide services.
 - Contractor shall be responsible for submitting a "Camp Store Annual Board Report" by the end of 3rd Quarter that includes the following:
 - I. Financial Statement detailing previous Camp Store year's revenues, expenditures, and net profit. For purposes of the Camp Store operations, the Camp year shall normally run from October 1st through September 30th. For the Camp Store year ending 9/30/2019, the year shall only run 9 months – from January 1, 2019 to September 30, 2019.
 - II. List of current inventory and assets (i.e. equipment, fixtures, signs, displays, etc.)
 - III. Operational Summary

Other Terms and Conditions

Contract Award is not considered final until all parties agree on terms involving goods and services to be delivered, service level expectations, contract length, payment and service level expectations

Contract Award and Agreement is not automatically renewed.

The Camp Board makes no representations of any kind as to the potential earnings or losses if any that the Contractor may incur, and does not guarantee in any way any amount of income or profit, and is not responsible in any way to reimburse the Contractor for any losses incurred.

Selection Criteria

Selection notifications will be made via email and sent no later than December 15 of the prior year for which the contract is awarded for good and services to be provided.

Selection criteria may be changed or altered based on RFP requirements determined by Camp Winnataska Board of Directors after submission date deadline.

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