

Florida College Oregon Camp

Admin Call Minutes

June 17th, 2018

8:00 PM

Attending:

Brandon Wagner (Director)

Matt Lister (Assistant Director)

Carrie Willis (Registrar)

Janell Morley (Registrar)

Brittnay Dickey (Activities Coordinator)

Luke Simmons (Tech Admin)

Melissa Mellor (Scholarships/Recruitment and Retention)

Michelle Rogge (Executive Treasurer)

Regan Fermerick (Activities Assistant)

Not in Attendance:

Dani Yorkston (Task Assigner)

8:03

Brandon

Welcome

We have until the end of the month to order T shirts

Discussing shirt colors

Proposed: maroon shirt with tan logo and tan shirt with maroon logo (one for counselors, one for campers)

Some admin members prefer a grey shirt. Some prefer a white logo on the maroon shirt.

8:13

We're a bit behind on registration schedule (behind by 9)

Idea: social media posts indicating you're guaranteed your shirt size if registered by a certain date

June 29th

Idea: only the first 130 campers (or another number) get shirts

July 15th is when registration prices increase (late fee), so we should get a boost

8:17

We need counselor confirmations

We had set a deadline to pay the \$30 counselor fee (June 1st), but only 13 have done so

We'll extend the deadline
Carrie will send a reminder email

8:21

Brittnay

Dani has almost finished the counselor handbook
Will be ready by July counselor meeting
Bible class material has been sent out
All events are set (evening activities)

8:24

Regan

Still coordinating with senior hour leaders

Brandon

If you have suggestions for rap session leaders or topics, email me and Regan to vet them

Melissa suggests Jesse LaRue

Brandon suggests Kyle Goodwin and Micah

8:30

Michelle

Waiting on pool contract so they can be paid
\$19661 in the account

8:32

Melissa

Still working on recruitment
If you know a kid isn't coming, update it on the Google spreadsheet
Camper lists have been emailed to returning counselors

8:34

Brandon

Matt has assigned Bible class teachers
Bible class material looks excellent

8:36

Carrie

Janell and I have been working on cabin assignments
Out by July 1st

Here are the duties I have had in the past / I am doing currently. Please let me know if there is anything that has been delegated to anyone else or if there is anything else I should be doing.

Name tags

Printing society awards

Attendance charts for societies and Bible classes

Check-in spreadsheets

Printing T-shirts

Putting together camper bundles (T-shirt, bandana, name tag, cabin & society assignments)

Putting together counselor bundles

8:40

Several people

Jen Reagan has made an excellent logo for camp's Iron Sharpens Iron theme. Melissa will send Luke her contact info so he can get the original file from her to make some final tweaks. Luke will then send the finalized logo to Carrie for use on the name tags and to the shirt team for printing once colors are finalized.

8:44

Janell

Still working on everything but it's hectic. Will have more time available once school is out.

8:45

Brandon

Carrie, please send a report when each counselor pays / camper registers

Carrie

There was an issue this year in Active that made it seem like counselors didn't owe anything. This can't be fixed this year but will be next year.

Michelle

I am happy to order bandanas. Send me an email with how many, where to ship it to, and where to order.

They will be shipped to Janell or Carrie

8:48

Luke

Nothing to add

8:50

Brandon

Final counselor call date needs to be set

July 8th is chosen for the final counselor call

July 5th is tentatively chosen for the next admin call

(both 8:00 PM as usual)

8:53

Goodbyes