

**Trails End Youth Camp Board of Trustees**  
**January 26<sup>th</sup>, 2017**  
**Meeting Minutes**

**The meeting starts at 5:00 at the courthouse.**

Present: Lenore Krajewski, Tom Hanson, Christian Cold, Heather Towers, Paula Carow, Dave Nelson, Andy Johnson Joe Baye and John Ducommon. Absent: Rick Nybakke

Andy and Joe are welcomed as candidates for the new Boy Scout and school representative vacancies.

The December 2016 meeting minutes are reviewed.

Lenore motions to approve the minutes. Heather seconds. Motion carries.

**Public comments:** none

**Financial report:** The 1/19/2017 expenditure document and line-item requirement form is reviewed and discussed.

Heather will check into a Wal Mart grant.

**Maintenance report (John):**

- John and Charmaine are updating forms.
- John is in the process of developing a maintenance-needs list.
- A potential pavilion project is discussed.

**New Business:**

- Paula discusses the last Extension Committee meeting.
- Heather suggests a targeted TEC promotional mailing.
- Paula will develop a list of potential (certified) food handlers and life guards for Camp clients.
- The Camp canoe policy (authority and maintenance) is discussed. The County insures the canoes. Users must have liability insurance. The Leaders Council owns the canoes. Joe, John and Charmaine will determine PFD needs.
- The display case theme "*TEC - Then and Now*" is discussed. Heather and Andy will get together on this.
- TEC participation at the 2017 Farm Show is discussed ( cost is \$85.00). Joe motions to secure a booth at the Farm Show. Heather seconds. Motion carries.
- The June 10<sup>th</sup> Dairy Breakfast is discussed. Joe suggests that we have a table with brochures at the event.
- The possibility of having a drawing for a (1<sup>st</sup> time user) 50% discount for youth groups and 25% discount (private adult groups) is discussed. Lenore motions to have a drawing. Heather seconds. Motion carries.
- Placement of an add in the 2017 Fair book (\$30.00) is discussed. Joe motions that we place an add in the fair book. Lenore seconds. Motion carries.
- Discussion on the Private Use Agreement form is tabled until the next meeting.

The next meeting is February 23<sup>rd</sup>, 2017 - 5:00 p.m. at the extension office.  
The meeting adjourns at 6:30 p.m.

Submitted by C. W. Cold

# Trails End Youth Camp Board of Trustees

February 23<sup>rd</sup>, 2017

## Meeting Minutes

### **The meeting starts at 5:00 at the courthouse.**

Present: Paula Carow, Lenore Krajewski, Tom Hanson, Christian Cold, Heather Towers, Dave Nelson, Rick Nybakke, Andy Johnson, Joe Baye and John Ducommon.

The January 2017 meeting minutes are reviewed.

Heather motions to approve the minutes. Lenore seconds. Motion carries.

**Public comments:** Ladysmith JC's wants TEC to donate to Mardi Gras. Joe motions that TEC does not donate to the event. Andy seconds. Motion carries by unanimous vote.

**Financial report:** The 1/19/2017 expenditure document is reviewed and discussed.

Joe moves to accept the report as printed. Heather seconds. Motion carries.

**Maintenance report (John):** Reports that the "*Camp is still there...*" ☺

- John distributes and discusses with TET's comprehensive checklists that he has generated regarding Camp maintenance and management needs and issues.
- TET's agree that a potential speaker system should be a portable unit.
- Joe motions that individual fire ring pits should be limited to the amphitheater and across from the shower house. (All others would be removed as a safety measure). Andy seconds. Motion carries.

### **Extension Committee Report (Paula)**

- AG Extension Committee approved both requests for costs associated with Farm Show and Fair Book advertisement.
- Missing firewood from TEC (and suspected cause) was communicated.

### **Calendar Update:**

- Carow reunion has been cancelled. Weekend of July 4<sup>th</sup> is now open.
- Heather indicates this will be the last Girl Scout Camp. (1<sup>st</sup> week August) Future bookings will be conducted as Girl Camp events.

### **New Business:**

- Rick describes pending N. Cedar Academy event on April 22<sup>nd</sup> (10-5) with theme of "*I'm Worth It*" – a wellness workshop (healthy diet, relationships, life choices, skills instruction) which focuses on teenage girls. TEC could have brochures in their goody-bags. Paula will discuss with Charmaine.
- **Canoe update:** Lenore reports that Leader's Council and Rusk County have not yet come to an agreement on the canoes. The issue is now with the Court Council.
- Heather has prices on PFD's. She targets WalMart for pricing and potential as a donor. Joe motions that TET's (*thanks Paula ☺*) authorize Heather to approach WalMart and request donated PFD's for Trails End. Andy seconds. Motion carries.

(continued)

## TEC New Business (continued)

- A food-handler and (river-certified) life guard list is discussed. Heather and Paula will proceed with generating a list.
- Heather needs assistance with the Farm Show (March 18<sup>th</sup>) booth. She will redo the tri-fold board with a map of TEC. She has secured donated cookies from the Recipe Box. Also has wood cuttings and flowers. Will include brochures and forms for reserving the Camp. Will have computer and flash drive for PowerPoint display. Joe indicates that he will be in the area and will make himself available as-needed to assist Heather.
- Heather suggests **business cards** for TEC. Joe offers to sponsor the 1<sup>st</sup> printing.
- Joe motions that we table discussion on adult fee structure indefinitely. Rick seconds. Motion carries.
- TEC billing procedures are discussed.
- The potential for the development of a non-lapsing account generated from a modification of the existing fee-structure is discussed. TET's appear to favor this idea.

The next meeting is March 23<sup>rd</sup>, 2017 - 5:00 p.m. at the extension office.

The meeting adjourns at 6:30 p.m.

Submitted by C. W. Cold

# Trails End Youth Camp Board of Trustees

March 23rd, 2017

## Meeting Minutes

**The meeting starts at 5:00 at the courthouse.**

Present: Lenore Krajewski, Tom Hanson, Heather Towers, Paula Carow, Dave Nelson, Andy Johnson, Rick Nybakke, Joe Baye and John Ducommon. Absent: Chris Cold (excused)

The December 2016 meeting minutes are reviewed and corrected: *Corporation Counsel* replaces Court Counsel.

**Public comments:** none

**Financial report:** Discussion on drone project. *Motion to inform Extension Committee that drone observation is not necessary unless there is no charge to camp budget.*

Joe/Heather; carried. Drone video could be used as a marketing tool (virtual tour) to replace current power point if we can get it done by a volunteer.

**Maintenance report (John):** Also to bring up to Extension Committee: priority list of work to be done – electrical improvement at amphitheater and Ebling, dining hall roof/bat holes/bell rope entry, budget input.

*CAMP WORK DAY – Saturday, April 8. Bring rakes and gloves!*

**Calendar:** 2017 current groups - handout provided

**Old Business:** Great display at Farm Show resulting in 1 new booking. Need to have more brochures available (100 next time). Drawing for discount: Benjamin Miller, alternate Angie Bullard. (No youth group entries) Suggestions – take display to April 22 'I'm Worth It', update pictures and add website and Facebook references.

Paula reported that using carry forward funds needs to go to Property and Finance Committees, and needs to be for specific use: e.g.- amphitheater/Ebling upgrades, handicap access, teaching station, kitchen equipment.

**New Business:** Visitor Center display case for April – Andy and Heather will plan and set up.

Suggested finding cheaper place to print brochures and order business cards.

Private use fees – Security deposit doesn't nearly cover John's time spent cleaning.

Consider 'clean-up fee' or higher fee for weddings for next meeting?

Consider CEP worker for summer.

Brief discussion on having camp 'float' for summer parades.

The next meeting is April 27th, 2017 - 5:00 p.m. at the extension office.

The meeting adjourns at 6:40 p.m.

Submitted by Lenore Krajewski

# **Trails End Youth Camp Board of Trustees**

**April 27, 2017**

## **Meeting Minutes**

**The meeting starts at 5:00 at the courthouse.**

**Present:** Paula Carow, Lenore Krajewski, Christian Cold, Andy Johnson, John Ducommon, Tom Hanson, Rick Nybakke, Blake Doud (S.H.O.T.) and Kathleen Abel (Valence Org.).

**Absent:** Dave Nelson and Joe Baye (both excused)

The March 2017 meeting minutes were not available. They will be located and presented at next meeting.

Guest Kathleen Abel describes local Valence Org. project development needs (and “proposed opportunity” for TEC) regarding contractor use of TEC for lodging during construction phase of their planned, new facility.

Guest representative Blake Doud of SHOT (Safe Hunters of Tomorrow) offers his organization’s assistance in the funding of a shooting facility upgrade (suitable for 22 calibers) at the Camp. Paula explains the current Camp prohibition on 22 caliber rifles (and the history of their use by both SHOT and Bruce Schools). Chris will coordinate an on-site review with SHOT (include Joe Bay) at the Camp. A revised request letter will then be drafted, reviewed and approved by TEC trustees and forwarded to SHOT for their consideration.

### **Financial report:**

Court House administrator (Ted East) will handle critical budget issues for the Camp.

### **Maintenance report (John):**

John has a new Camp checklist (required for license).

Optical cable was installed.

Bruce Telephone Company has offered to provide WIFI access to the Camp at no cost.

### **Calendar Update:**

Paula will contact Heather about Farm Show drawing results.

First group arrives next Wednesday.

### **Canoe update:**

The Leaders Council will retain ownership of the canoes.

TEC will retain financial proceeds from canoe-use.

The next meeting is May 25<sup>th</sup>, 2017 - 5:00 p.m. at the Camp.

The meeting adjourns at 6:23 p.m.

Submitted by C. W. Cold

# Trails End Youth Camp Board of Trustees

May 25, 2017

## Meeting Minutes

**The meeting starts at 5:00 at the Camp.**

**Present:** Paula Carow, Lenore Krajewski, Joe Baye, Christian Cold, Heather Towers , Cory Dewitt, Andy Johnson and John Ducommon.

**Absent:** Dave Nelson, Tom Hanson and Rick Nybakke (all excused)

The March and April 2017 meeting minutes were reviewed. Joe motions that they be approved. Lenore seconds. Motion carries.

Discussion ensues on the Price County 4-H event on July 13<sup>th</sup>. Cory requests that all youth and adult counselors be assessed the same rate. Joe motions that all county and out-of-county counselors be charged the same rate. Lenore seconds. The motion carries.

### **Financial report:**

The April/May expenditure report is reviewed. Joe moves that we approve the report-subject to clarification of certain charges. Chris seconds. The motion carries.

### **Maintenance report (John):**

A Camp inspection report is not yet available.

Bruce Telephone Co. has installed Wi-Fi at no cost. John suggests that we send a thank you letter. Paula will generate the letter.

We viewed the 2017 flood video.

The first mowing has been done.

### **Old Business:**

Ben Miller won the prize from the Children's Community Club, but he has missed the deadline and alternate (next-in-line) - Angie Bullard will be contacted.

Mary Beth Erickson will be contacted by Paula to confirm her scheduled use of the Camp.

The shooting range upgrade is discussed. Chris will meet with Kirk Konichek, Joe and John at the Camp to determine needs and logistics (getting it done).

The next meeting is June 22<sup>nd</sup>, 2017 - 5:00 p.m. at the Camp.

The meeting adjourns at 6:16 p.m.

Submitted by C. W. Cold

## Trails End Youth Camp Board of Trustees

June 22, 2017 - Meeting Minutes

The meeting starts at 5:00pm at the camp.

**Present:** Paula Carow, Lenore Krajewski, Joe Baye, Christian Cold, Dave Nelson, John Ducommon, Heather Towers, and Rick Nybakke.

**Absent:** Andy Johnson and Cory Dewitt (both excused)

The May 2017 meeting minutes were reviewed. Lenore motions to approve them. Heather seconds. Motion carries.

### **Financial report:**

Expenditures are reviewed and discussed.

The cost and appropriateness of insecticide spraying is discussed. Joe suggests the use of citronella-based products. Paula will bring the issue to the Ag. Committee.

### **Maintenance report (John):**

John provided Mike Naczas with photos of all roof structures at Camp.

John has paddles for the Ping-Pong table.

The possible addition of porches for the cabins is introduced and discussed.

### **Old Business:**

Paula describes the electrical upgrade (Ebling and Amphitheatre) as a priority for this fall.

### **Shooting Range Update:**

A meeting with SHOT representative (Kirk Konichek), Chris, Joe and John will be rescheduled.

### **Calendar Update:**

Mary Beth needs to secure a date with Charmaine for Camp use.

Heather and Joe will attend (host) the July 11 Chamber meeting at the Visitor Center.

Joe motions to authorize ~ 200.00 for food/beverage. Rick seconds. Motion carries.

### **New Business:**

Donation opportunities are discussed.

Joe suggests a *Civic Organization of the Month* spot for WLDY. He will approach Chris Brooks and reserve a potential media slot for March, 2018.

The next meeting is July 27<sup>th</sup>, 2017 - 5:00 p.m. at the Camp.

The meeting adjourns at 6:20 p.m.

Submitted by C. W. Cold

## **Trails End Youth Camp Board of Trustees**

### **July 27, 2017 - Meeting Minutes**

The meeting starts at 5:00pm at the camp.

**Present:** Paula Carow, Lenore Krajewski, Joe Baye, Christian Cold, Dave Nelson, John Ducommon, Tom Hanson, Heather Towers, Rick Nybakke and Andy Johnson.

The June 2017 meeting minutes were reviewed. Lenore motions to approve them. Heather seconds. Motion carries.

#### **Financial report:**

Current expenditures are reviewed and discussed.  
Heather motions to accept the report. Joe seconds. Motion carries.

**Public Comments: none**

#### **Maintenance report (John):**

Mosquitos are bad this season. John has been fogging to keep them down.  
We need weed killer for the amphitheater.  
Charmaine and John are updating Camp policy regarding large campers.  
We should address and revise new charges for electrical use by large units.  
John shows a recent 3-minute video (via drone) of the Camp.

#### **Old Business:**

The electrical upgrade of Ebling and the Amphitheatre is still a priority for this fall.  
The use of insecticides and repellants is discussed. Joe mentions that some groups may come with their own chemicals. We should agree on policy regarding them. This is an "experimental year" for insecticide use at Camp. We will decide this winter on insecticide policy (and possible associated charges to clients).

#### **Calendar Update:**

KAMO has cancelled their reservation.  
Heather reports that Girl Scouts will arrive next week.  
Paula indicates that the Chamber Meeting went extremely-well. Joe assisted.  
A PowerPoint was implemented at the meeting. We should have a Camp representative at each meeting.

#### **New Business:**

The ideas of rendezvous and canoe races are discussed as potential *Leaf It To Rusk* events for next fall.

The next meeting is August 24<sup>th</sup>, 2017 - 5:00 p.m. at the UWEX office.  
The meeting adjourns (Tom motions/Heather seconds) at 6:10 p.m.

Submitted by C. W. Cold

Trail's End Board of Trustees  
Meeting Minutes Summary  
August 24, 2017

Meeting was at the Extension Office at 5 pm - there was a family reunion out at camp.

The usual maintenance stuff

bugs – spraying 'experiment' – charging extra if party wanted it, environmental effects, telling them to bring bug-spray

bats – not as big a problem this summer

public access – some minor incidents

Calendar – added private groups (don't remember if this was the first we heard about the extra groups in October)

Fundraising/Advertising – youth group awareness, tabled fee increase discussion, but must be done in time for Char to get 2018 materials out

Budget – discussion on lack of input, extension committee involvement?

ICAA representative – Paula will contact Julie Bever to fill Rick's position. Hope to have name before October.

Rendezvous – discussion on how to proceed. Paula is contacting Lois Goode (sorry - don't remember if she was at this meeting already) Joe has information on re-enactment opportunities. What we want it to look like – with Leaf It To Rusk or stand-alone, free to public or charge admission, 1- or 2-day, overnight tent camping rules.

Submitted by Lenore Krajewski

## **Trails End Youth Camp Board of Trustees**

### **September 28, 2017 - Meeting Minutes**

The meeting starts at 5:00pm at the Extension office.

**Present:** Paula Carow, Lenore Krajewski, Christian Cold, Tom Hanson, Heather Towers, Mike Naches, Andy Johnson and Lois Goode.

**Absent:** Joe Baye and Dave Nelson

The minutes for the August meeting were not reviewed.

**Financial report:**

Mike reports that remaining budget funds must be diverted to the Courthouse building heating system.

**Public Comments:** none

**Maintenance report (Mike):**

There are new power outlets at the amphitheater site.

No Ebling Hall electrical upgrade, however tightening of new aluminum lugs may have corrected past energy insufficiency problems.

**New Business:**

The idea of a rendezvous is discussed with guest Lois Goode.

Lois provides a list of ideas and contact suggestions.

Paula reports that the October TEC Trustees meeting will be her final one as a board member.

The next meeting is October 26<sup>th</sup>, 2017 - 5:00 p.m. at the Courthouse.

The meeting adjourns at 6:23 p.m.

Submitted by C. W. Cold

# Trails End Youth Camp Board of Trustees

October 26, 2017

## Meeting Minutes

**The meeting starts at 5:00 at the Extension office**

**Present:** Paula Carow, Lenore Krajewski, Joe Baye, Christian Cold, Heather Towers , Tom Hanson, Andy Johnson, Donna Wishowski, Lois Goode and John Ducommon.

**Absent:** Dave Nelson (excused)

The September 2017 meeting minutes were reviewed. Heather motions that they be approved. Heather seconds. Motion carries.

**Public Comments:** Comments and recommendations from a recent DNR client group were reviewed and discussed.

**Financial report:** Budget items and expenditures are reviewed and discussed.

John provides clarifications on particular items.

**Maintenance report (John):** John indicates that most maintenance issues have been resolved. He built a makeshift road-grader from old bunk parts.

John emphasizes that *“Early group check-in protocols need to be addressed.”*

Items for 2018 include:

- **Shower house:** floors need painting (epoxy-based), shower curtains
- **Dining hall:** bats
- **Amphitheater:** top arbor needs repositioning (for mowing access)
- **Ebling Hall:** electrical upgrade to 220 (110 V at N & S ends)
- **Kitchen:** floors & cabinets need painting . Freezer may need replacement.
- **Cabins:** minor repairs, curtains or shades, replace some mattresses (in-stock)
- **Grounds:** cedar mulch challenge course and bridge inspections  
Trail clearing & signage, small arms shooting range.

We reviewed a video production of John’s on Ebling hall and the shower house. John reports that this is a winter project (work in progress).

### **Old Business:**

Tom reports that the property Committee has approved the 220V upgrade for Ebling.

Special thanks to **Dave Nelson** for providing the Camp with use of a log-splitter.

Paula promoted the Camp for meetings at the last Chamber of Commerce meeting.

She suggests a Camp representative attend future COC meetings.

### **New Business:**

Lenore Krajewski (4-H) and Donna Wishowski (public rep.) are candidates (present) for new TEC posts. Joe motions (by unanimous consent) that their new roles be approved.

Heather seconds. Motion carries.

Group discussion on proposed **2018 Rendezvous** begins with a review and discussion of Lois’s revised information and Joe Bayes’ planning notes and culminates with a decision to hold a special planning-session at the next TEC meeting.

Potential event coordinator Doug Hosig of Thorp and special consultant Lois Goode will be invited.

As **Paula Carow** leaves the TEC Board of Trustees, she deserves special recognition for her long-standing good work and support of Trails End Youth Camp. While her presence will be missed, she reassures the Board that she will continue to advocate for the Camp.

The next meeting is November 30, 2017 - 5:00 p.m. at the Extension office.  
This will be a joint Nov/Dec meeting and elections will be held.  
The meeting adjourns at 6:40 p.m.

Submitted by C. W. Cold

# Trails End Youth Camp Board of Trustees

November 30, 2017

## Meeting Minutes

### **The meeting starts at 6:00pm at the Extension office**

**Present:** Lenore Krajewski, Joe Baye, Christian Cold, Heather Moreno, Dave Nelson, Tom Hanson, Andy Johnson, and Lois Goode.

**Absent:** Donna Wishowski (excused)

The August 2017 meeting summary is reviewed. Andy motions that it be approved. Joe seconds. Motion carries.

The October 2017 meeting minutes are reviewed. Andy motions to approve the minutes as corrected. Joe seconds. The motion carries.

**Public Comments:** Camp user evaluations are reviewed and discussed.

**Financial report:** Budget items and expenditures are reviewed and discussed.

John provides clarifications on particular items.

**Maintenance report:** None

**Extension Committee Report (Tom):** There is no progress on the shooting berm to-date. Lenore is approved as the TET 4H representative. Donna Wishowski is approved as the TET public representative.

**Old Business:** None

**New Business:** Nominations are opened for President, Vice President and Secretary.

Joe nominates Heather Towers as Chair of the Trails End Youth Camp Board of Trustees.

Joe moves to close nominations. Andy seconds. Motion carries.

Joe nominates Lenore Krajewski as Vice Chair of the Trails End Youth Camp Board of Trustees. Andy moves to close nominations. Joe seconds. Motion carries.

Joe nominates Chris Cold as Secretary of the Trails End Youth Camp Board of Trustees.

Heather seconds. Nominations are closed. Motion carries.

Heather will receive email addresses of all Trustees.

Joe moves to table further discussion on the Indianhead representative until the next meeting. Andy seconds. Motion carries.

The group discusses the proposed **2018 Rendezvous**. The letter from Tod Toberin (indicating that he is unable to participate) is reviewed and discussed. It is the consensus of the group that there is insufficient time on the calendar to plan and administer a new event of this caliber at this time. Lois is thanked for her rendezvous planning support and reassured that she will be invited back at such time that a rendezvous event at Trails End Camp is reconsidered.

Joe suggests that we consider having an alternate type of event that would showcase the Camp to the community. Discussion ensues on a theme of *Family Fun Day* (Open House) with an outdoor (appreciation and skills) emphasis. Potential participants for select activities would include SHOT, WRA and the local Lions Club chapter. The target date would be Saturday, September 15, 2018. Time would be 10:00am to 5:00pm. Trustees will come with ideas (sponsoring group/activity/contact person) to the Dec/January TET meeting.

Trails End Camp promotion via electronic media is discussed.

4H and other youth organizations should be targeted and encouraged to use the facility as mid-week (off-peak demand) clients from mid-June through mid-August. Weekends are almost fully booked during this period.

The next meeting will be January 11, 2018 - 5:00 p.m. at the Extension office.

Joe motions to adjourn. Heather seconds.

The meeting adjourns at 7:45 p.m.

Submitted by C. W. Cold