

## **Trails End Youth Camp Board of Trustees** **October 25, 2018 Meeting Minutes**

**The meeting starts at 6:00pm at the UWEX Office**

**Present:** Joe Baye, Christian Cold, Tom Hanson, John Ducommon, Donna Wishowski, Charmaine Riddle, Andy Johnson, McKenzie Morgan, Dave Nelson, Lenore Krajewski and Jim Menard (Troop 56 - Bruce Scouts).

**Absent:** Heather Towers Moreno (excused).

The August 2018 meeting minutes were reviewed. **Donna motioned** that it be approved. Andy seconded. The motion carried.

**Public Comments:** Camp client evaluations were reviewed. Generally favorable results.

**Financial report:** The TEC Financial Report (9-25-18) and Detail Ledger for Period 1/1/2018- 9/25/2018 was reviewed and discussed.

**Maintenance (John):**

TEC Trustees reviewed an info packet prepared by John.

Packet included the following documents:

- End of Season Closure process document
- TEC Fuel Usage 2018 (w/2014-2018 comparisons).
- Caretaker Checklist (for future reference)
- Improvements/Comments re:2018 (highlighting needs)
- Comments on May 3, 2018 Inspection Report
- Comments on Hours Worked -vs- hours paid (for future reference)

Trustees appear in agreement that John's performance of duties has been exemplary.

John related the performance of Camp clients for this season, indicating that most were satisfactory.

The Campion reunion clients, however, exhibited unsatisfactory performance:

*"Cleanup scale 5.5 (1-10) Dogs unleashed, picnic tables and fire buckets not returned to original locations. Spill not cleaned up in Ebling. Tables not put away. Broken light bulb and dog poo in Dining/Kitchen area. Vomit by entrances to Tamarack and Hemlock cabins, screen torn in Maple cabin porch."*

The Campion security deposit was returned without penalty. Charmaine will contact the party and explain the issue with their performance (and TEC expectations) prior to their rescheduling a 2019 family reunion.

**Old Business:**

Tom reported to the Extension Committee that the Camp has been winterized.

No TEC representation at the last Chamber of Commerce meeting.

A **2019 TEC Open House** event will be discussed, and a determination will be made at a future meeting.

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**New Business:**

Charmaine discussed the 2019 TEC (tentative) users.

A food certification requirement does not apply to private clients.

Discussion ensued regarding **Camp user fees for Youth -vs- private** party clients.

We reviewed Charmaine's (updated) TEC Acknowledgement forms for both client types.

Private clients are no longer permitted to rely on their homeowner's insurance policy as a liability requirement. They will now need a Certificate of Liability Insurance naming Rusk County as a Certificate Holder with a minimum of \$1,000,000 coverage (or) a TULIP Policy (a rider on County insurance at \$60.00/day for up to 100 people).

**Dave motioned** to approve Charmaine's updates. Andy seconded. Motion carried.

Costs associated with early check-ins was discussed.

**Andy motioned** that private parties be assessed a \$75.00 fee and youth groups assessed a \$50.00 fee for early check-ins (set-up > 3:00pm (with no overnight). Donna seconded. Motion carried.

**Andy motioned** that the in-county fee for youth be raised to \$3.00/day/individual (including "mixed origins") with the fully out-of-County youth groups fee remaining at \$4.50/day/individual. Donna seconded. Motion carried.

Andy indicated that he wishes to leave his post as Trustee and be replaced by Jim Menard. He reasons that Jim will add a fresh perspective to the Camp and its management.

**Joe motioned** that the TEC Trustees recognize Lenore Krajewski as Chair, Tom Hanson as Vice-Chair, Chris Cold as Secretary, McKenzie Morgan as ICAA Youth Program Rep, Dave Nelson as 4-H Rep and Jim Menard as Boy Scout Rep.. Andy seconded. Motion carried.

**The next meeting will be December 13, 2018 - 6:00 p.m. at the UXEX office.**

The meeting adjourned at 7:40 p.m.

Submitted by C. W. Cold