



# AGENDA

## TRAIL'S END CAMP BOARD OF TRUSTEES

**Tuesday, April 16, 2024**  
**Rusk County Government Center – Law Enforcement Center**  
**4:30 PM**

**Call to Order**

**Election of Chair**

**Election of Vice-Chair**

**Election of Secretary**

**Approval of Minutes – August 22, 2023 & Meeting notes October 17, 2023**

**Public Comments**

**Welcome new 4H, School & Girl Scout Reps**

**Caretaker / Maintenance Report**

- **2024 Plan of Work**
- **Swinging Bridge Update**

**Coordinator Report – report on calendar, financial & licensing matters pertinent to camp**

- **Review rate for New Hope Apostolic Church due to overlap of groups**
- **Create Hold Rate**

**Chair Report**

**Old Business**

**New Business**

- **Bylaw Revision**
- **Policies and Rates for 2025**

**Any other business relating to Camp**

**Next meeting**

**Adjourn**



## MINUTES

Trail's End Camp Board of Trustees

August 22, 2023

Rusk County Government Center – Small Conference Room

**Members and staff present:** Lois Goode, Joe Baye, Heather Towers, Jimmy Moore, Ron Weber, James Kahl and Charmaine Riddle. **Public present:** Jim Lathrop

**Meeting called to order** by Chair Goode at 5:02 PM.

**Minutes:** *Ron/Heather motion to approve minutes from July 18, 2023. Motion carried.*

**Public Comments:** None.

**Election of Secretary:** *Motion by Joe/Heather to postpone election until September. Motion carried.*

**Caretaker/Maintenance Report:** went over the July 2023 report – attached.

**Coordinator Report:** Riddle reported that Finance approved the stove including the grates. Reviewed evaluation form – James will make it digital. Caretaker job description was approved and James Kahl was hired as the new Caretaker. Caretaker will now be mowing and most of the maintenance at camp so asking to increase hours from 750 to 1500. *Motion by Joe/Jimmy to request 1500 hours for Caretaker. Motion carried.* Showed picture of damage done by Iron County to the amphitheater. According to the reservation form the group is financially responsible for any damage that may occur. Currently youth groups are not charged a security deposit. *Motion by Jimmy/Joe to charge \$50 for damage. Motion carried.* Will revisit security deposits for youth groups at annual meeting in October.

**Caretaker Report:** James reported that there were a few cleanliness issues in the bathrooms and he will install plexiglass on rock cases. Discussed stove and how dials are hot as they are metal and can switch to hard plastic. Stove has pilots that all need to be lit.

**Trustee Time:** Jimmy gave Charmaine some historical pics, Heather reported on Girl Scouts at camp and said there were numerous problems with mice in a variety of buildings and that camp needed a deep clean, pool noodles were moldy in canoe shed and there's not enough lighting, some of the safety throws were put away wet, part of roof on canoe shed was installed wrong so mice can get in, there's a gap of dirt by trim in kitchen where you walk in and Tamarack cabin was very humid and there was condensation on windows and it smelled bad. Joe did a session on knots and Kaylee Meisengier from Rocque Ridge did a session on fishing. James said he's getting cleaning products that have a citrus and lemon smell that will help deter mice and that the garage door needs a new seal on the bottom.

## **Old Business:**

**Picnic under the Pines** – no band, Blue Hills running club will have a children's race at 10 am, 11 am pumpkin painting by the Kiwanis, Noon and 2 pm Chris Cold will give a wildlife presentation, 1 pm LCDD will give a drone demonstration. Discussed having a meal rather than food truck. Possible smores station by Bruce Lions and Girl Scouts will have yard games. Discussed raising funds for the creation of a TEC Historical Museum in the Juniper cabin.

**Public Citizen Rep Vacancy** – Jim Lathrop submitted interest in filling this position. He brings many years of camp experience with Grace Bible Camp, was a cook and likes our mission statement. *Motion by James/Joe to approve. Motion carried.*

**Clothing Order for Resale** – Charmaine wanted confirmation of items Trustees wanted ordered for resale. 20 T-Shirts and 20 Long Sleeve T-Shirts Heather Forest, 20 Hoodies – variety of sizes and 48 hats.

**New Business:** None

**Next meeting:** September 19, 2023 at 5:00 PM at LEC

*Heather/Jimmy motion to adjourn. Chair Goode adjourned meeting at 6:45 PM.*



## MEETING NOTES

Trail's End Camp Board of Trustees

October 17, 2023

Rusk County Government Center – Small Conference Room

**Members and staff present:** Lois Goode, Joe Baye, Jimmy Moore, Valerie Spooner, James Kahl and Charmaine Riddle.

**Meeting began around 5:06 pm**

**Election of Chair** – no action taken

**Election of Vice-Chair** – no action taken

**Election of Secretary** – no action taken

**Minutes:** No quorum – did not approve August 15, 2023 minutes

**Public Comments:** None.

### **Caretaker/Maintenance Report:**

- **2024 Work Plan with 2023 Activity Summary** - James reported on projects he wished to complete this year and next year. Discussed possibility of getting picnic tables with metal bottom for under the pavilion, one that is wheelchair accessible and work table for speaker and/or demonstrations.
- **Swinging Bridge Issues** – James reported on bridge issues and inability to work on hiking trails

**Coordinator Report:** Charmaine reported on final revenue for 2023 and estimated usage for 2024

- **Rec Ed Licensing changes** – Charmaine gave out a summary of key changes to ATCP 78. There is an upcoming Q & A session that she will participate in to learn more. Cost of license will now be based on a Complexity Calculator.
- **2024 Donation to Camp** – James and Charmaine met with Bob & Cheryl Kelley regarding a donation of an obstacle course at camp valued at \$15,000 from the Jayna Kelley Memorial Foundation.
- **2023 Rates & Policy Changes** – Charmaine surveyed a few other licensed rec/ed camps regarding rates. Discussed possible rate increase for Private Use from \$300 to \$500/day, creation of a Non-Profit Private Use rate of \$350/day and keeping Youth rate the same at \$3/per person per day. Electric at the campsites need upgraded and more and more people are using the campground – have current estimate of \$4200. Currently have 5 electric sites and a designated area for tents. Discussed creation of a camping fee of \$30/night for electric sites only. Those that need a temporary campground license will be charged \$25 in addition to license fee and will be charged

for only the electrical spots. Clarified policy of 30 days to book future year's dates – it is meant for similar dates – not different ones.

- **Increase of Caretaker hours update** – took request to Property and it was denied at this time. Will request again next year with
- **2024 Utility Charges** – Discussed whether or not to get a meter for the kitchen to charge for gas usage. Cost is around \$725 just for the meter. Recommended changing minimum usage from \$1 to \$5 for gas in lieu of getting a meter. Recommended increasing minimum usage for electric from \$2 to \$5 but will continue to monitor kWh usage.
- **Online Reservations** – A few people have recommended utilizing online reservations similar to how Forestry reserves campsites. Cost would be \$650 to add an additional location. Could set limits as to when to open availability and can keep it open for as long as we'd like. It would be easier for booking but much harder on users who continue to come every year. No interest at this time.

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**Trustee Time:** Nothing to report

**Old Business:**

- **Picnic under the Pines recap** – event went well even with bad weather. Made a little over \$1000 but not sure of profit until meal bills are submitted.

**New Business:**

- **Bylaw Revisions** – Discussed having alternates, stricter attendance requirements and term limits. Will postpone until April meeting.
- **School Rep Vacancy** – James should not be a school rep since he is now an employee.
- **Hunting Permit Applications** – so far just 1 application. Interested parties were notified that they cannot cross the swinging bridge.
- **Trustee Term Expiration/Renewal** – Current terms that are up are 4H and Public Citizen Rep 1. Jimmy is interested in staying on.

**Any other business relating to Camp** - None

**Next meeting:** Tuesday, April 16, 2024 at 5 pm in the Law Enforcement Center

Chair Goode recommended adjournment at 6:51 PM.