

Minutes of the White Lake Covenanter Camp Board of Directors

The Board of Directors met by Zoom on May 23, 2022 at 7:00 p.m.

In attendance were:

Chair and Commissioner, Duran Perkins; Vice Chair, Jonathan McDonald; Treasurer, Chris Huggins; Secretary, Bonnie Weir; Camp Director, Bob Allmond; Board members: Ernest Johnson, James Hulbert, Alice Paar, Jonathan Smith, Gwen Smith (alt.), Kathy Gladfelter, Jeremy Nelson, Kimberly Chamberlain; Presbytery Commissioner Greg Moberg; and Registrar, Gail Macaulay

We verified that a quorum was present and approved the Feb. 28, 2022 minutes as distributed.

We went through the list from Peter Robson (attached).

We discussed the purchase of a Storage Unit. A donation of \$2500 has been made and \$700 of camp funds will need to be spent. A motion was made and seconded, and passed without dissent to purchase an additional storage unit. Duran will follow up on this.

Bob has a family who are members of the White Lake Congregation who are willing to clean the camp before the Pastors' Retreat.

Bob agreed to work on servicing the stoves and perhaps the refrigerator.

Duran announced that Peter has submitted a very thoughtful letter of resignation effective at the end of this camp season and would like the Board to appoint a successor whom he can train during this season. Chris reminded the Board that this is a paid position.

Bob suggested that this might be a good time to discuss the duties of a camp manager. Perhaps we need two people, a caretaker and person who can plan and oversee larger projects. Kathy suggested that Peter write the first draft of a job description.

Greg said that he would take care of problems in the control of the water system.

Jonathan added that we need to hook up the new refrigerator which has been purchased – it requires 220V. Bob and Greg will investigate further.

Chris confirmed that he will put in a replacement fence.

Bob has provided a name of a general contractor to Peter. He may be too busy, but may have connections.

Duran has painted the storage containers.

David Robson has painted the bathhouse, but it will need additional coats, and David plans to return to apply more coats of paint.

Bob and Jonathan emphasized the need to have a trash contract by the time of the Pastors' retreat. Duran will ask Peter to work on this.

Chris will work on our tax exempt status with Home Depot.

Bob has been working on finding a cook for the Pastors' Retreat.

Bob reported on his plans for the summer.

A shelter was obtained from a golf driving range and needs to be constructed to provide some shade in the back field

Bob plans to expand the toddler area. Mike Klussman and his family cleared an area over which Bob hopes to erect a tent. This will provide shelter from sun and rain and give more area for toddlers to play.

Bob has been looking for a tractor to pull the hay wagon. He has found a good refurbished tractor and consulted with Chris and Duran and purchased it.

Noah Bailey has asked if he can stay at the Pritchard House the week before Prep Week. We enthusiastically agreed with this plan by common consent.

Alice asked how many counselors have committed to serve this summer. Bob shared that he reads letters from pastors, but finds it more helpful to get to know the staff members during Prep Week before deciding who will be cabin counselors. Bob's practice is to have a pastor participate in Prep Week in order to help evaluate the young people serving at the camp. He asked board members to continue sending recommendations to him of people who could serve this summer.

The director brought up the issue that the camp does not have a formal policy/procedure for addressing child abuse.

Bonnie brought up the statement from our current Constitution: "The Board shall set the guidelines, criteria and processes for retaining and overseeing staff consistent with input from the Presbytery Commissioners."

She pointed out that we have not received updated input from the Commissioners.

By common consent we agreed to request updated written input from the Commissioners which will allow the Board to follow the statement in the Constitution while remaining true to the motions passed by both Presbyteries.

We moved on to discuss Health Requirements. Bob did confirm that the measles vaccine is required by Sullivan County.

Bob and Gail will contact anyone who registers for Camp to help them know how to meet the Health Department Requirements.

Bob asked Bonnie to send his email about measles vaccination to the church representatives and Greg to send it to the St. Lawrence pastors.

Bob has provided a lot of information to Gail. Gail and her husband have become familiar with the camp and Greg has given Gail Sharon's contact information so that Sharon can share more information.

Jeremy Nelson asked about the measles vaccine and what time period it was enacted for. Bob stated that it is in effect for 2022. Next year we will have to find out the 2023 requirements. Duran offered Jeremy the opportunity to write a letter of protest which the Board could consider adopting at our next meeting.

Bob shared that he will be resigning at the end of this season. He is working on a job description and suggested that an optimal arrangement might involve two people sharing the work that he has been doing.

Alice invited people to the next prayer meeting on June 13 at 8:00 p.m. using the link below.

<https://us06web.zoom.us/j/89106852169?pwd=aFd1Sm91cklvTG1GQlIPTkMrREFFdz09>

Meeting ID: 891 0685 2169

Passcode: 777605

One tap mobile

+16465588656,,89106852169#,,,,*777605# US (New York)

+13126266799,,89106852169#,,,,*777605# US (Chicago)

Dial by your location

+1 646 558 8656 US (New York)

We approved a motion to adjourn.

Jonathan McDonald closed the meeting in prayer at 8:40 p.m.

Respectfully submitted,

Bonnie Weir, Secretary, White Lake Covenanter Camp Board of Directors

Current list of congregational representatives

Please note that officers are members of the Board by virtue of their election.

Congregational Representatives – Certified by their session for 2022

Coldenham-Newburgh – Becky Johnson, alt. Ernest Johnson

White Lake – Rich Hendrickson

Christ RPC (Providence, RI) – Kelli Trexler, alt. David Robson

Cambridge – Alice Paar

Ridgefield Park – David Weir, alt. Glen Chin

Elkins Park – Duran Perkins

Rochester – Peter Robson

Syracuse – Chris Huggins

Lisbon – Jonathan Smith alt. Gwen Smith

Hazleton – Jeremy Nelson

Christian Heritage (Endicott) – Kimberly Chamberlain, alt. Timothy or Aubrey Weir

Broomall – Kathy Gladfelter

Congregational Representatives – Certified by their session for 2021

Walton – James Hulbert, alt. Janet Boye or Nanette LaTourette

Congregational Representatives from 2019 or 2020 – need updates for 2022

Oswego - Aaron Standish

Ottawa – Cory van der Meer

Presbytery Commissioners

Greg Moberg, Bruce Trexler, Duran Perkins, Jonathan Trexler

Email contacts for the following congregations who are willing to receive updates for their congregations, but have not named a representative to the Board:

Christ Church (Utica) – Aaron Goerner

Messiah's Church – Brian Coombs

Evangelical Presbyterian Church of Toronto – Rod Finlayson

Report from Manager, Peter Robson (workday May 14, 2022):

Water heater system is in and operational for the bathhouse. New venting and plumbing are in place and unit was tested.

Water system is online, and system has been shocked with chlorine per NYS. I must submit affidavit with water report next month. Affidavit and report must be submitted within 30 days of first group.

No major issues getting the water system online and thankful that our winterizing process appears to have prevented any/all damage.

We had a large excavator or crane come through our quad area to work on the power lines through the woods down toward Mr. Barber's property. It is necessary for me to get topsoil to fill in these large impressions that are dangerous for ankles, tripping, etc...

Trees removed and area near girls #5 is readied for new toddler area

Tree branches and debris removed from tent city area and pathway cleared of all debris for car access.

Entire campsite mowed and prepped. Mowing will be done 1-2 times month.

Quad fencing removed (holes filled) and ready for new install. Chris Huggins is leading this endeavor

Washer/Dryer in dining hall is 90% complete. Breaker and wiring need to be connected. Breaker for panel is currently unavailable at HD or Lowe's. Mike Klussman is helping and is trying to get one from Schmitt's Supply.

I've spoken with the building department on several occasions.... BJ Goettle has retired and there is a new code enforcement officer that I haven't met yet. I've sent BJ the drawings for approval but haven't heard back. In other words, we do not have a permit to proceed and I do not have a working relationship with this department any longer.

The one company that I sent the drawings to for a concrete estimate (Parks Construction) responded that they were unable to bid the job.... I now have a second company looking at the drawings. It DOES NOT appear that a surveyor is necessary.... Also, the current company (Lyons construction) have a surveyor on-staff if needed.

Bathhouse now has 2 coats of paint and trim work complete thanks to David Robson Crew. It has been suggested that the interior of the bathhouse be redone. Dividers are worn and have surface rust. Drywall is stained and was never taped/mudded or painted. All toilets and sinks are functional... New sink fixture is needed for 1 sink in Boy's side but is operational.

Were the storage containers painted?? If not, I'll arrange to do them when I come down in June.

I've checked all of the propane tanks and we should have more than enough fuel until the staff arrives in mid-July. If the stoves are left on by mistake, this will exhaust the entire tank in a short period of time.....ANYONE visiting the camp and overlooking this very important item will leave the cooking staff in big trouble for the retreat!!!!

I must find a new garbage vendor and sign contracts

I must renew contracts with the Porta-Pot company and arrange delivery.

Fire extinguishers must be inspected

Occupancy signs must be updated

Burn permits are needed for 2022

The Tax-Exempt Status with all vendors is expired per NYS ruling in 2021. New exempt status and registration is now required with all companies. I have the new tax exempt forms for in-person purchase with small business owners. Chris, do we have a new account with HD and Lowes yet??

As a reminder, I am unable to attend the Atlantic Pastor's retreat. Currently, we do not have a garbage disposal contract . All garbage MUST be removed from the camp top. The dumpster on our property, next to the road is not to be used.... I am trying to have it removed and I'm having no better luck getting them to pick up their own equipment than we did trying to have them pick-up our garbage!!!! Although I can have the water system set-up and ready, Bob made me aware that the chlorination crocks were both empty after 1 week..... the water system was turned off when I left, and this has not happened before. I am working with Greg to try to determine what, if anything, has changed. Worst case, someone will have to fill the crocks with water and the appropriate amount of Chlorine before use. I purchased 2 new bottles of 12% chlorine for each pumping station.... they are labeled and available for immediate use.

Overall, the camp looks pretty good.... We have 2 years of dust to shake out, but I think that some thorough cleaning will do an awful lot to help us look neat and organized... Bob's crew always does an amazing job in getting things set-up and ready... but again, this will happen after the Pastor retreat. Currently, the Rec. Hall is not useable. It is full of tables/chairs, toys, picnic tables and other such items. A group willing to go to camp and prep the rec. hall will be needed if this building is going to be used by our Pastor's and their guests.

Do we know who is doing the cooking for the retreat??? The stoves and ovens will need to be lit. Jonathan made me aware that the pilot lights have been failing and that the stoves will need to be serviced. My distance from the camp makes this a difficult task for me to arrange, since these companies don't normally operate on Saturday's. Is anyone willing to make an appointment and meet with the service technician?? I can do this at the end of June if it can't be done before then... Pierce Flunn Refrigeration - (347) 374-1829.