

MINUTES
EXECUTIVE BOARD MEETING
December 17, 2019
Videoconference

Executive Board Attendance

Quincy

Rick Atwood
Jason Costigan
Robert Dickson
John T Dozier
William Duryea
Greg Ellingson
Kent Embree
Jack Freiburg
Dennis Gorman
Joe Henning
Barb Holthaus
Keith Klusmeyer
Karen Mayville
Bill Paxton
Jeff Terry

Burlington

Greg Allen
Rick Buller
John McKillip
Kevin Mineart
Doug Peters
Josh Schier
Ben Schmidgall

Phone

Terri Dowell
Greg Humphrey
Nathan Smith

Other Attendance

Paige Cummins
Ricci Dula

J. David Gilbert
Bruce Moechnig

Rosanna Voss
Marcel Wagner

Excused Absence

Donna Buss
Mark Crooks
Cecil Haskins
Ryan Huseman

Chris Kaelke
Gina Lanning
Jim Mehaffy
Jeff Spear

Dennis Stewart
Curt Wavering

Kevin Mineart called the meeting to order at 5:33 p.m. and welcomed everyone. A quorum was declared. Ricci Dula introduced Paige Cummins, Eagle Valley District Executive. Paige is from the Quincy-Hannibal area and earned her bachelor's degree in English from Quincy University.

Action Items:

- ◆ MOTION (by Rick Buller, seconded by Greg Humphrey) TO APPROVE THE OCTOBER 15, 2019 BOARD MINUTES AS SUBMITTED. Motion carried.
- ◆ MOTION (by Keith Klusmeyer, seconded by Bill Paxton) TO ACCEPT THE TREASURER'S REPORT AS PRESENTED. Motion carried.
- ◆ MOTION (by John McKillip, seconded by Dennis Gorman) TO APPROVE THE 2020 BUDGET AS PRESENTED. Motion carried.
- ◆ MOTION (by Will Duryea, seconded by Keith Klusmeyer) TO APPROVE THE NEW MISSISSIPPI VALLEY COUNCIL STAFF ORGANIZATION CHART AS PRESENTED. Motion carried.
- ◆ MOTION (by Will Duryea, seconded by Jeff Terry) TO PURCHASE EIGHT NEW LAPTOP COMPUTERS FOR STAFF UTILIZING THE UNRESTRICTED NON-BOARD DESIGNATED CAPITAL FUNDS NOT TO EXCEED \$7,000. Motion carried.

- ◆ MOTION (by Greg Allen, seconded by Greg Humphrey) TO APPROVE COUNCIL STAFF BONUSES IN THE AMOUNTS OF \$300 PER FULL-TIME STAFF MEMBER AND \$200 PER PART-TIME STAFF MEMBER. Motion carried.
- ◆ MOTION (by Will Duryea, seconded by Greg Ellingson) TO APPROVE THE BOARD MEMBER CONSENT AGREEMENT AS PRESENTED. Motion carried.
- ◆ MOTION (by Dennis Gorman, seconded by Bill Paxton) TO ACCEPT THE VICE PRESIDENT REPORTS OF FUND DEVELOPMENT, ENTERPRISE AND PROGRAM AS PRESENTED. Motion carried.

Report Items:

- ◆ Nominating Committee (Joe Henning): The Nominating Committee is hard at work having confirmed six names (David Amelotti of KHQA-TV, Sarah Bonansinga of Inter-connect Employment Services, Tej Ghosh of Homebank, Craig Nowell of Roquette, Christine Tracy of Quincy University, and Marcel Wagner of GREDF moving from Advisory Council to Executive Board). There are a couple more meetings set up within the week. The Nominating Committee wants to get more diversity geographically.
- ◆ Treasurer's Report (Jason Costigan): Surplus at the end of November sat at \$19,000 versus a target of \$33,000. The additional surplus came from popcorn payments which wasn't budgeted until December (the popcorn sales started earlier than expected). Net Friends of Scouting is on pace with last year; down slightly year-over-year at \$3,000. Special events have done well this year, up about \$9,000 year-over-year. Total direct support is up \$17,000 year-over-year. Scout shop sales continue to do well; on target with budget and up about \$2,000 year-over-year. Camping and net product sales and camp cards are down. Total expenses are well under budget driven by employee compensation, program supplies (team has spent wisely while camping has trended down on the revenue side), travel. We are trending to hit our year-end surplus of \$19,500. Less cash on hand than last year as we've finished our spending on the Quincy Service Center and Saukenauk Scout Reservation Shower House. Reminder that the interfund loan in operating fund is for the monthly income and realized gains we take off the endowment but don't physically receive until later in the year. The interfund loan for capital fund is from the unrestricted endowment net assets for the Quincy Service Center that will be physically transferred soon. Land, buildings, and equipment are much higher than last year. The addition of the Locust Office and Saukenauk Scout Reservation Shower House raise the valuation of our land, buildings, and equipment in total by quite a bit. Inventory is up – the scout shop sales have been increasing so the shop is stocking up with suppliers to help increase sales.
- ◆ 2020 Budget (Jason Costigan): The Budget Committee created a SWOT analysis to guide them in creating the 2020 budget. We are targeting a \$31,000 surplus at the end of the year. This is in line with full year 2019 projections. A bit of a stretch goal was applied in a few of the categories, as the committee wants to continue to challenge the staff. The staff has done very well in 2019 controlling costs when revenue has been down in a few areas. The committee expects this to continue should there be some revenue gaps next year.
 - SWOT Analysis
 - Strengths
 - No Scout Executive interview/moving expenses (\$20,000)
 - \$10,000 - \$12,000 in additional Bank Interest due to move to Homebank
 - Ability to control costs when revenue is down
 - Weaknesses
 - Declining FOS
 - Declining Camp Card revenue
 - Camping is down
 - Increasing insurance costs (building, etc.)
 - Increasing payroll taxes
 - Opportunities
 - Discount Cards at a different price point
 - New plans for popcorn
 - New Friends of Scouting plans
 - Special Events
 - United Way Support

- Less tenured Scouting professionals
- Facility rentals by outside organizations
- Scout shop revenue has been increasing
- Threats
 - Effects of National's Chapter 11 bankruptcy
 - Unforeseen natural disasters interrupting business at camp
 - Membership decline
 - Continued decline of FOS/Discount Cards
 - Increase of Illinois Minimum Wage
- ◆ Employee Handbook (Jeff Terry): We are working on updating the employee handbook to implement changes and have them approved by January 1, 2020. We will circulate and ask for an electronic vote. We are bringing the local handbook in line with the National template. All changes are redlined. One change was going to change the pay frequency from bi-monthly to bi-weekly but will be implemented later. Recreational marijuana will be legal in Illinois on January 1, 2020. As an employer, we can still prohibit use on our property or during work. The substance abuse language has been tweaked to include recreational marijuana and to be treated as alcohol making this compliant with Illinois state law. We are also reinstating three holidays (Martin Luther King, Jr. Day, Presidents Day, and Good Friday) to stay consistent with National BSA holidays.
- ◆ Staff Organization Chart (Kevin Mineart): Kevin presented the new staff organization chart and explained that National BSA requires this be approved by the Executive Board. Changes include J. David Gilbert overseeing the field staff as Field Director and Heather Huebner overseeing the camp rangers as Program Director.
- ◆ New Laptops for Staff (Ricci Dula): Many of our staff have computers five to eight years old and need updated equipment. We are asking the board to spend up to \$6,000 to replace antiquated equipment (six lower priced and two better machines). These will be used by staff members as well as having availability to volunteers in each service center to complete *Youth Protection Training*, Internet Rechartering, and other tasks volunteers without computers or internet access may need to complete. Will Duryea made a motion, seconded by Jeff Terry, to authorize the purchase of eight laptops not to exceed \$7,000 using the unrestricted non-board designated capital funds.
- ◆ Council Staff Bonus (Kevin Mineart): Kevin asked any staff in attendance to please step out of the rooms while the Board discussed year-end bonuses for the staff. Greg Allen made a motion, seconded by Greg Humphrey to approve council staff bonuses in the amounts of \$300 per full-time staff member and \$200 per part-time staff member.
- ◆ Executive Board Member Commitment (Will Duryea): The Council wants to make sure we recruit members with the caliber to which the agreement refers. The annual financial support of the council piece has not run off any of the new board member candidates.
- ◆ Board Survey Results (Kevin Mineart): Kevin thanked everyone who completed the questionnaire which was a significant time commitment. Kevin reviewed the *Potential Problem Areas Needing Attention*. It is obvious we have a lot of new people on the board because there are a lot of "I don't know" answers. We haven't had any board orientations since 2018 and plan to re-implement them. There is a lot of great information in the survey and we can improve.
- ◆ Fund Development Report (Rick Buller): Rick reported on the following:
 - **Friends of Scouting** – as of November 14th, we are at 97.5% of goal. Eagle Valley has hit its 2019 goal. Last month, the Executive Committee filled out their pledge cards. Tonight, cards were distributed to Executive Board members who were asked to pledge the support of one Scout (\$160).
 - **Grants** – The Moorman Foundation has awarded us \$150,000 for the Eastman Shower House. We are working on raising the remainder of the funds.
- ◆ Vice President Reports and Discussion (Kevin Mineart): Enterprise and Program reports are in the packet.
 - Enterprise
 - Eric Green Construction, the contractor that build the shower house at Saukenauk Scout Reservation (SSR), is working on getting us an estimate for the Camp Eastman Shower House. Because the cost will be considerably less than refurbishing the old shower house, we

have decided to build new, close to the existing shower house. It will have the same floor plan as the shower house at SSR. We currently have \$234,000 designated for the shower house, thinking we will need close to \$275,000. We will then explore what to do with the old shower house after the construction of the new.

- The timeframe on the cabins for Camp Eastman have been pushed back to January. The old tent cabins and concrete pads have been removed and new concrete pads installed ready for the cabins in January.
- We are hoping to get the dock installed this winter when Pete's Pond freezes and drill holes in the ice to set the post; then install the dock at Larry's Creek in the spring.
- We have received a grant from the Witte Foundation to continue with renovations to Burlington Scout office.
- Dirt work has been completed by D&L Excavation for the pistol range. We are organizing work weekends to get the range itself built.
- We are in discussion with Koontz Builders to get a revised price for putting new shower facilities at the dining hall that will accommodate the new Philmont Cabins and the dining hall. These will be like the new shower house stalls we just built. More details will be available at the next board meeting.
- When we signed the new contract with the outfitter several years ago, we changed the cabins that he can use. It used to be that he could use the Cook's Cabin to house hunters. We now have it as the Polar Bear Cabin. It was not an issue in the past, as he had plenty of housing for his hunters. He is now one of the biggest outfitters in the Adams and Pike Counties and is running out of housing. He has reached out to us to ask if he could remodel the cabin. He would like to add a bathroom and shower so that would mean adding water and sewer. He would like to expand it into the Quartermaster area as well. He would supply it with everything on the inside. He has asked if we would install the septic and water if he would cover everything else. This is a project that is in our Envision 2020. We have invited him to the next SSR Properties meeting to get more detail and work on the layout of the cabin. Once we have all the details, it will be brought to the board for final approval.

▪ **Program**

- Jack Gunsten has been hired as Scouts BSA Camp Director and Jim Mehaffy as Webelos Adventure Camp Director. Kim Thompson has been hired as Cub Scout Adventure Camp Program Director. Applications are being accepted for Cub Scout Adventure Camp Director. Scouts BSA Program Director is pending hire.
- Pre-camp Leader Meetings
 - Cub and Webelos Adventure Camps – January 14, 2020 at SCC in Keokuk and online via Zoom. Also, January 23, 2020 via Zoom only.
 - Scouts BSA – March 3, 2020 at SCC in Keokuk and via Zoom. Also, March 5, 2020 via Zoom only.
- High Adventure Promotions will be scheduled during 2020 Summer Camps. Two High Adventure Council Contingents will be set up each year beginning 2022. The goal is reach out to smaller units to give opportunities for every Scout to attend high adventure treks.
- 2021 National Jamboree leadership has been announced – Scott Moore as Scoutmaster, Dan Fell as Assistant Scoutmaster, and Travis Cooper as 2nd Assistant Scoutmaster.

◆ **Additional Reports**

- **Order of the Arrow Chief** (Rick Atwood): Winter Banquet was held this past Saturday in Keokuk with 75 participants attending. A Camp Promotions Village will be set up at Polar Bear.
- **Strategic Plan** (Will Duryea): The committee is meeting and talking about a five-year plan. The plan will be digestible and summarized in a one-page document. Council committees will feed that one page which will put ownership on the committees.

- ◆ **Council Commissioner Remarks** (Ben Schmidgall): Ben reported on rechartering. Shoquoquon District's charters are 92% complete online. Exploring is 31% complete. Much of what is missing for the recharterers are the new Criminal Background Check authorization forms that each current and new leader must complete and sign before they can reregister. JTE Focus Criteria were reviewed – Fundraising is looking good;

Membership/youth growth will be down overall with Shoquoquon have growth; Cub Scout advancement is shy of matching last year's; Unit leadership is doing better; and, Cub Scout camping is not real stellar this year.

- ◆ Scout Executive Remarks (Ricci Dula): In the absence of Council Dinner Chairperson Donna Buss, Ricci promoted the dinner to be held on February 1st at PZAZZ! Entertainment Complex in Burlington. Several groups will be asked to bring people to the dinner (Order of the Arrow, Tribe of the Silver Tomahawk, as well as others). The Executive Board was asked to please bring friends and wear your best 20's attire. We are working towards our year-end membership goal. Recruitment of Cub Scouts is better than most of the Councils. Negative press has had an impact on recruitment efforts. A new pack was started last week in Shoquoquon District, the first new pack in three years. We got the attention of many families with requiring a deposit to lock in 2019 prices. Ricci closed his remarks by acknowledging the support of him and his family and wishing everyone a Merry Christmas and Happy New Year.
- ◆ Council President's Remarks (Kevin Mineart): Kevin reported that Central Region's membership is between 7% and 8% down from 2018. Mississippi Valley Council is less than half of Central Region. Kevin thanked everyone and wished everyone a Merry Christmas and Happy New Year.

Meeting declared adjourned at 6:39 p.m.

Respectfully submitted,


Ricci Dula
Scout Executive

Attest: 
Kevin Mineart, Council President

/rcv