



## 1/22 & 1/26/18 Board Meeting Notes

APPROVED 1/27/18

### 1/26/18 Board Meeting

**Board Members present: QUORUM ACHIEVED (majority of 11 voting members)**

- \*Annsley Atkin, SUUSI Director
- Seth Berkeley (appointed 2016)
- Kim Breivogel, Secretary (appointed 2015)
- Jay Camp, Board President (appointed 2017- 2<sup>nd</sup> term)
- \*Cate Farrell, Junior Youth Rep (elected 2017)
- Wilson Farrell (elected 2017)
- Paul Langrock (elected 2015)
- Bill Neeley (appointed 2016)
- Derrick Peavy, Treasurer (appointed 2014)
- \*Jennifer Sanders, Director elect

**Board Members Absent:**

- Cameron Allen (elected 2016)
- Mara Beaton (appointed, 2016)
- Chase Doctor, Senior Youth Rep (elected 2016)
- \*Steve Greenberg, Risk-manager
- Kimi Riegel (appointed 2017)

\*Indicates non-voting members

**Opening:** Jay called the online Zoom meeting to session at 7 pm for the purpose of reviewing the 2018 SUUSI Budget emailed by Annsley to the Board 1/21 (2018-01-20 AAs Final Draft). Also see Final 2017 Board reports emailed by Derrick 1/22 (Final Balance Sheet, 2017 Final Budget vs. Actual and 2017 Final Profit and Loss).

**Budget discussion:** Annsley and Derrick reviewed the 2018 draft budget and also discussed 2017 final figures. There may be some unknowns still in 2017 expenses but income is accurate.

The 2018 draft budget is based on 1100 SUUSI participants (1046 attended in 2017) and a cost per adult of \$575 (\$540 was adult cost for 2017). It was noted that the budget shows actual spend totals vs. approved budget totals for 2017, to show where savings were realized last year. If SUUSI 2017 actual expenses had been what was budgeted, the year-end totals would have shown a loss. Annsley emphasized that SUUSI 2017 came in under budget (-\$7,472.21) as she and her core staff worked very hard to keep costs down and save money, wherever possible.

Annsley's 2018 draft budget is 7.5% higher than actual expenses from 2017 yet lower than budgeted 2017 expenses. Staff Xs are 9.16% higher than actual expenses last year.

Board members asked for clarification of staff costs. It was discussed that a Teen staff X costs less than an adult staff X, so this may impact budget calculations as budget assumes all staff Xs cost the same.

Jay asked if Annsley was aware of staff overages before they occurred. This was not always the case last year but all staff overages, including early arrivals, will be approved in advance by Annsley for 2018.

Board staff costs were clarified. The Board offers Xs for the Risk manager, survey analysis and SUUSIShip coordinator.

Nature will not be relying as much on WCU's Base Camp for 2018. Lower cost options, such as using canoes from the Mountain for example, have been explored and will be used as appropriate to lower costs.

WCU meal coats have increased 3% for each SUUSI participant for 2018 (under \$6 per person). Jay noted that he would like to explore reducing cost of Early Arrival meals with WCU staff but feels meal fees are fair.

Early arrival meals are not separated out in the invoice from WCU as early arriving staff continue to use the same meal card all week. Annsley plans to explore different invoicing that would provide a more accurate representation of EA expenses. An additional note was made that room charges were higher than expected for 2017 and all SUUSI participants will be encouraged to double up in rooms to lower costs for 2018.

The cost of SUUSI for 2018 was discussed. It was felt that raising the cost \$35 per person, as in the draft budget, was too steep of an increase though this does provide considerable financial cushion in case of unexpected expenses. Cost does not appear to be a prohibitive factor in SUUSI participation as 2014 saw 1,257 attendees despite a \$590 cost per adult.

Jay polled the Board and there was comfort with a \$10 increase for teens and adults and a \$5 increase for youth. Annsley was asked to revise the budget to show the more moderate price increase of \$10/\$5 for 2018. She agreed to do this and the Board will reconvene Friday night, 1/26, prior to or right after dinner, to vote on the revised budget.

**Closing:** The meeting was adjourned by Jay at 8:22 pm.

## **1/26/18 Board Meeting**

**Board Members present: QUORUM ACHIEVED (majority of 12 voting members)**

- \*Annsley Atkin, SUUSI Director
- Seth Berkeley (appointed 2016)
- Kim Breivogel, Secretary (appointed 2015)
- Jay Camp, Board President (appointed 2017- 2<sup>nd</sup> term)
- Cate Farrell, Junior Youth Rep (elected 2017)
- Wilson Farrell (elected 2017)
- \*Steve Greenberg, Risk-manager
- Paul Langrock (elected 2015)
- Bill Neeley (appointed 2016)

Derrick Peavey, Treasurer (appointed 2014)  
Kimi Riegel (appointed 2017)  
\*Jennifer Sanders, Director elect

**Board Members Absent:**

Cameron Allen (elected 2016)  
Mara Beaton (appointed, 2016)  
Chase Doctor, Senior Youth Rep (elected 2016)

\*Indicates non-voting members

**Opening:** Jay called the in-person meeting prior to the joint Board/CORE Staff meeting to order at 9:15pm

**Business:** Annsley presented the revised budget (see SUUSI Budget- Final budget emailed 1/24).  
It was moved and seconded that we accept the budget. Final budget was unanimously approved.

**Closing:** Meeting adjourned at 9:25pm

Respectfully submitted,

Kim Breivogel 1-27-18