

Camp Denison Committee

September 14, 2021

Meeting Minutes

Smokey's Den, Camp Denison

Meeting Opened: 6:38 pm

Attendance: (x indicates attendance)

x	Harry Nelson, Chair	x	Jim Lacey, Treasurer	x	Jack LoCicero, Member
x	Chris Roop, Clerk	x	George Langlais, Member		Ella Richardson, Member
	Steve Pinto, Asst. Treasurer				
x	Don Anderson, Camp Manager				

Guests:

Administrative Business

Minutes Approval: July 13, 2021 minutes approved as written.

Discussion and Motions:

1. Treasurer's Report
 - Revolving account balance at the start of FY22 was \$19,087.
 - Projected account balance at the end of CY21 is \$27,000.
 - Projected account balance at the end of FY22 is \$34,000.
 - Friends balance is around \$2,900.
2. New business
 - Accounting Software package
 - i. It would be good to investigate available accounting packages and get feedback from users.
 - ii. Need to understand requirements for compatibility with Town practices
 - iii. Don has requested ability to accept electronic payments and use remote deposit. However, Town will not permit electronic payments.
 - iv. Using electronic payments generates a significant level of bank fees.
3. Old business
 - Beast Update
 - i. After spending a significant amount of time on the beast, Rosencrantz and Sons (John Deere dealer) provided an estimate for \$990 to remove and disassemble the transmission before any repairs.
 - ii. Metal contamination was found in the transmission oil. A new transmission would cost \$5-6K. before installation.
 - iii. The transmission was refilled with oil and the vehicle will be returned as-is. We will use it until it fails.
 - Beast II (Craftsman tug)
 - i. In the absence of the beast the craftsman has been useful with the trailer though not functionally up to all the jobs we have for it to do.

- ii. The alternator is not functioning since the new battery is now drained and the machine will not start. Additional money should not be put into this machine.
 - iii. We need develop a plan for what equipment will serve our needs best and will be a sustainable solution we can afford.
- Shop Door
 - i. As part of the changes required to accommodate the electrical upgrade, we need to move the man door.
 - ii. We will get a solid door (no lites) to be installed in the left (non-operational) overhead door.
- Kitchen Door
 - i. To bring the kitchen door up to code it needs to open out rather than in as it is now.
 - ii. We will get a replacement 9-lite door. Double check height.
- Fall/Winter projects
 - i. The outdoor electric outlet at the firepit for the overhead lights needs to be completed. Denny has been contacted.
 - ii. Need to replenish the pine firewood for outdoor use.
 - iii. Gate to lg parking lot needs to be made easier to open/close.
 - iv. The bathhouse floor repair will be started after the bathhouse is shut down for the season.
 - v. The GFCI outlet in the Bathhouse basement trips because of the moisture. Investigate moisture source and best way to resolve.

4. Camp Manager's Report

- More rentals are booked for fall and spring.
- Weddings are scheduled for this weekend and the next. Camp looking good because of work completed in the last 3-4 weeks.
- Cleaning
 - i. Since taking over the duty of all cleaning, Don has determined it is more work than expected and would like to have his pay increased \$150/month.
 - ii. Last year cleaning cost \$3k.
 - iii. Town Hall has a contract for cleaning service.
 - iv. Jim L will check status of cleaning contract and whether they might be used
- Don will be on vacation 10/20 to 10/28
 - i. An evening event is scheduled for 10/23. It will have a liquor permit and police detail.
 - ii. There needs to be a contact person and coverage at the event (until 11 – 11:30pm) and next day to ensure all is in good condition.
 - iii. A checklist of items to check during and after an event needs to be documented.
 - iv. There are likely to be other events or occasions that will need different types of coverage (eg. NSNP programs)
- A review and comparison of pricing at other area venues is difficult due to the inability to compare facilities but the bottom line is that our pricing is at the low end.

5. Additional items

- Agenda item for Oct 12 meeting- Relocation requirements for Don during electrical upgrade at beginning of November.
- Agenda Item for Nov 9 meeting- Don is arranging for discussion of how to market camp. First ½ hour of meeting
- Need to create release form for renters to sign so we can make use of pictures of events for advertising.
- We still need to increase usage of the camp during the week to maximize revenue potential.

Meeting adjourned: 8:38 pm

Scheduled Committee Meetings: 2021: 10/12, 11/9, 12/14