



## ADULT VOLUNTEER & LEADER MEETING

October, 2009

Puyallup Camp Fire Office

### PRESENT/ABSENT

**Staff:** Kathy Unruh

### **Club Representatives:**

Club Name	Club Level	Location	Represented by
Duffney	Adventure/Discovery	Spanaway/Graham	absent
Fraser Discovery	Discovery	Puyallup/Tacoma	Terrill Fraser
Lovely Little Roses	Mixed	Tacoma	absent
Long Beach	Mixed	Long Beach	absent
Heinley	Mixed	Olympia	absent
In-Fu-Lo	Adventure/Discovery	Puyallup	absent
Noll/Engelking	Discovery/Horizon	Puyallup	absent
Pinkie Pies	Starflight	Sumner/Puyallup	Rebecca Engelhardt
SCC	Horizon	Puyallup	absent
Shooting Stars	Horizon	Puyallup/Tacoma	Stephanie Golka-Smith/Terrill Fraser
Sk-An Gi's	Horizon	Puyallup	absent

### CALL TO ORDER

The meeting was called to order at 6:40pm at the Puyallup Camp Fire office.

### FUTURE MEETINGS

Next meeting is **November 11, 2009** at **6:30 pm** the **Puyallup Camp Fire Office**. Every club needs to be represented by at least one adult. If no leader/co-leader is available, find another parent to represent your club. If it is difficult to plan events if there is not enough input.

### GENERAL BUSINESS

**United Way** – Megan McFarlane of the United Way of Pierce County asked to meet with members of Camp Fire as we are a United Way partner organization. She asked meeting attendees to share their experiences with Camp Fire and why we volunteer with the organization. She wants to improve upon the type of

support United Way can provide Camp Fire by understanding the types of needs we have as an organization. She distributed materials on United Way and United Way's "Live United" Day, October 24. Please contact Kathy Unruh if you would like copies of the materials that were provided.

## **Recruitment –**

**October 2, 2009 Open House:** There was a sense of accomplishment in that the Camp Fire Puyallup Office really looks good – cleaned up and presentable. We were disappointed in the low number of attendees and need to work on how to be more successful for an open house next year. It was decided that the date for the Open House should be at a similar date, however, the recruitment effort needs to have flyers ready to distribute to area schools within the first weeks of schools. Volunteers and leaders will be more clearly assigned to schools and/or districts to be the representatives to find out what the district rules for distribution are and which schools/grades would be appropriate for distribution based on the number of available leaders in the area.

**Puyallup Fair sign up sheet:** Terill Fraser is contacting the people who left their names at the fair. She has created a matrix of people matched with region, school, and grade level to match people to existing groups or help in creating new groups.

**October 9, 2009 Open House –** as a result of the Puyallup Fair sign ups and delay of distribution of Flyers in Franklin/Pierce area Terill Fraser has arranged an additional Open House to be held on Oct. 9<sup>th</sup> at the Summitt Library. She will work with Kathy Unruh on this presentation. Other volunteers asked that we work more efficiently in the future to coordinate distribution of flyers and timing of Open House so that we don't have this need to repeat our efforts for next year.

**Camp Recruitment:** the importance of planning well in advance for Camp recruitment was discussed. Camp Smokey dates have been set as August 8 – 15, 2010. Kathy Unruh will be in contact with Johna Noble regarding dates for Wildwood Day Camp. The plan would be to have these dates no later than December 2009 so that we can begin an early Camp recruitment effort and design an early payment discount, payment plan model, and/or recruit a friend that would encourage people to sign up early.

**Club Renewals -** The forms need to be signed and dated by a parent or guardian every year. Make sure parent's updated forms i.e. medical information, change of schools, age, address, and phone numbers, and emergency contact information are correct. If you have not done so, please get your club's renewals in ASAP.

**Merchandise Ordering – REMINDER:** Please submit your order to Stephanie at each Volunteer/Leaders Meeting.

**Training** – Training dates will be determined after we have determined what is necessary from the October recruitment efforts. Training is important for many reasons:

- Ensure that programs are being delivered within the framework of the Camp Fire philosophy
- Leaders understand the program level curriculum they are working with
- Make sure that everyone is aware of Camp Fire's risk management policies and procedures.

Trainings are designed to be fun and timely. They are open to leaders, parents, even youth at the Discover and Horizon levels.

Kathy inquired, who needs what training for 2009-2010:

- **Risk Management Training** - required of all leaders and co-leaders annually. Date for this training will be determined asap.
- **Program Level Change** – when a group is changing program levels the leaders need to have training for the new level. Please contact Kathy Unruh if you need training this year.
- **Wohelo and Torch Bearer Training** – is done on an individual basis. Please contact Kathy Unruh if you need this training.

**Staff Report** – Kathy Unruh reported on:

**Possible sale of the Tacoma office** – since this building is now larger than necessary for the current staff, the building has been on the market and Kathy is in negotiation with a potential buyer. If sale goes through, Camp Fire will need to vacate the building shortly after the new year. Potential solutions for new Council headquarters will be a smaller rental in Tacoma or use of part of the Puyallup building. Thus Candy Sale will need a alternate headquarters!

**Possible merger with Lower Columbia Council and/or acquisition of Camp Singing Wind** – Orca Council was approached by the Lower Columbia Council and asked to consider either the merging or consolidating of Orca and LCC councils. The Orca board of directors agreed to enter further discussion with the LCC and committees were formed to represent both councils. The committees have been meeting to gather all the information necessary to help the councils' memberships make the final decision to merge or not. So far the committees have talked about the pluses and minuses for each council if the merger takes place, how the "new council" would be organized and the financial impact of a merger.

The Lower Columbia Council service area includes most of the Washington counties south of the Orca service area and includes a couple Oregon counties too. They also own Camp Singing Wind where Camp Smokey has been held for several years now.

If you have questions concerning the merger of Orca Council with the Lower Columbia Council, please call Kathy at the Orca office.

## **2009/2010 – PROJECTS AND EVENTS**

**2009 Puyallup Fair Wrap Up** – It was agreed that the efforts directed at the Centennial display and name tags, and recruitment efforts at the Puyallup Fair were successful.

**Puyallup Santa Parade (December)** – Terill Fraser reported that the deadline for signing up for the parade is November 6, 2009. There does not appear to be an entry fee for not-for-profit organizations. She will be in touch with the office by phone and submit the application prior to the next Leader/Volunteer meeting. She will contact necessary parties via email if necessary.

**Leavenworth Trip (December 12)** – Recruitment for this event will involve distribution of a flyer to kids sixth grade and up (Discovery and Horizon level). Kathy Unruh will provide a list of contacts from the Camp and Camp Counselor lists to Stephanie Golka-Smith. A decision on whether to pursue rental of a 15 passenger van or Starline Bus will be determined based on success of sign up.

**Holiday Bazaar/Fundraiser** – Stephanie Golka-Smith reported that the Board is looking into possibly holding a bazaar or other type of holiday related fund raiser. More details will follow.

**Candy Sale (January)** – due to the possible move of the Council headquarters (discussed in the Staff report) Kathy Unruh is requesting a volunteer who has some clean and secure garage space (or other area) to be the distribution area. One does not necessarily have to also be the Candy Sale Coordinator if you offer your home/space. Anyone offering to be the distribution center will be able to state what days/hours you are available to release candy to Council members. Please contact Kathy Unruh if you can volunteer a space. It was decided not to hold the Holiday Pre-Sale of Candy since no one has volunteered to coordinate.

**National Art Competition (April)** – Rebecca Engelhardt has offered to organize a workshop with an artist who works with recycled materials (also former Camp Fire kid) during the winter 2009-2010 so that kids interested in participating in the National Art Competition can begin working on their projects prior to the early April deadline. Rebecca will be in touch via email to see which clubs are interested in participating and when they are available.

<b>Project/Event</b>	<b>When</b>	<b>Organizer</b>
Recruitment – Sumner	September	Rebecca Engelhardt
Recruitment – Franklin/Pierce	September	Terill Fraser
Recruitment – Tacoma	September	Kathy Unruh
Puyallup Fair	September	Terill Fraser/ Kathy Unruh
Outdoor Progression	May	Terill Fraser/ Kim Knight*
National Art Competition	April, plus earlier workshops	Rebecca Engelhardt
Puyallup Santa Parade	December 5	Terill Fraser
Discovery/Horizon Leavenworth Trip	December 12	Stephanie Golka-Smith
Candy Sale Committee	October	Kathy Unruh
Candy Sale Kick-Off	January	Tbd
Centennial Celebrations	2010	Tbd
Absolutely Incredible Kid Day	January	Tbd
Kids Health and Safety Fair	May 1	JoAnn Northcott
Orca Council Council Fire	May 21	Kim Knight**
Centennial Celebration Council Fire	July 31 @ 7:30	Tbd

\*update from Pamela Hoirup on October 16, 2009 – Kim Knight (SCC Club) will not be able to help coordinate the Outdoor Progression.

\*\*update from Pamela Hoirup on October 16, 2009 – Kim Knight (SCC Club) would be willing to organize the 2010 Orca Council – Council Fire, but May 21<sup>st</sup> does not work for them. They would like to have the council Fire on Friday, June 4, 2010.

**Adjournment** - The meeting adjourned at

Submitted by Rebecca Engelhardt