

"With A Little Help...", Inc.  
Board Meeting  
Minutes from Saturday, March 23, 2013

Mike and Kelly Zolinski's Home, Cottage Grove, WI

Present: Erica Andres, Laura Kavalauskas, Samantha Kostowicz, Linda Lee, Mary Kay Lee, Donna Palkowski, Scott Uhlman, Kelly Zolinski, Jean Wiza and Jeff Martinkoski

Absent: Matt Hoehn (unexcused), Donna Palkowski (excused)

Guests: Patrick Donoghue, Stephanie Schultz, Tim Kavalauskas

Meeting was called to order at 1:09 p.m. by President Samantha Kostowicz

Request for additional agenda items made by Samantha, nothing additional added

Motion to accept, approval of January 12, 2013 meeting minutes by Kelly Zolinski, second by Erica Andres

**Financial Report**

Review of Financial report by Treasurer Mary Kay Lee. Current net worth is \$88,949.94. Expenses included balance of Winter Camp 2013 invoice to Easter Seals in the amount of \$1,057, deposit to Easter Seals for Fall Camp 2013 scheduled for November 8 – 10, 2013 in the amount of \$450, raffle winners and finally to West Bend Insurance in the amount of \$1,034 for our year premium.

Mary Kay recommended transfer of \$20,000 from checking account to Certificate of Deposit. Motion to transfer funds made by Scott Uhlman and seconded by Kelly Zolinski.

Compared to same period of 2012 our net worth is \$20,457.81 greater.

Motion to accept, approval of Financial Report by Erica Andres, second by Kelly Zolinski.

**Winter Weekend Camp 2013 Review – February 1 – 3, 2013**

Despite the snow storm Winter Weekend Camp was a great success. 31 people attended which included 15 adult campers. The bill for the weekend was \$1,107, we received \$450 in registration fees leaving an overall expense to WALH to support the weekend of \$657. We have no outstanding camper fees.

As a follow up our contract states that even for weekend camps we are obligated to provide the name and certification of a nurse to Easter Seals. We should also purchase a basic first aid kit to have available – can be used for both weekend and summer camps.

It is also important to stress that participants may not leave camp unless prior approval has been given by either the Camp Coordinator or President.

Thanks to Erica and Sam for coordinating the application process, confirmation, room assignments, etc. Thanks to Mary Kay, Jean, Linda and others for obtaining donations and cooking for the weekend.

### **2013 Fall Camp**

\$50 deposit has been paid. The Fall Weekend Camp will take place November 8 – 10, 2013. Applications will be sent out August 10, 2013 with a deadline of October 4, 2013. Confirmations will be sent October 18, 2013.

Because this camp is being held within three months a full application will not be needed. Participants, if they choose can simply resign the Code of Conduct and supply staff with an updated list of all medications.

### **2013 Summer Camp – Saturday, July 27 – Friday, August 2, 2013**

Applications were sent out March 9<sup>th</sup> and are due back to Erica on May 4<sup>th</sup>. Confirmations will be sent June 1<sup>st</sup>. The cost for one person to attend camp is \$334 (1 person for 1 week).

See schedule that below for a complete list of activities – note that this is still in draft form.

Some specific things to mention:

#### Check In

The check in table that will be set outside of the women's dorm will be staffed Saturday, July 27 from 3 – 4:30 for volunteers and from 4:30 – 6 for adult campers. New adult campers and volunteers will be given a one/one tour upon arrival. New volunteers will also be introduced to their camper upon arrival and time will be spent reviewing camper needs and expectations. A “veteran” will be present to go over expectations for a smooth transition.

The check in table will have the Code of Conduct Waiver for all participants to sign. Even though it would have been signed at time of application this will reiterate the rules, with special attention to reminding everyone there will be NO leaving camp and Visitors Day limited to Wednesday of camp week.

#### Activities

Arts and Crafts will include decorated picture frames and clay pots. Coordinated by Linda and Bonnie.

Sam will be sending out a survey to participants in early June and will include options for meals and the Tuesday night movies. The movie night will have a double feature – the first being a more current movie with the second being a classic Hollywood Theme. Some of the movies that will be included in the survey will include Identity Theft, Hobbit, Argo, Life of Pie, Les Miserables, Parental Guidance, North by Northwest, The Great Gatsby, Casablanca, It Happened One Night, The Graduate, Mr. Smith Goes to Washington and Twelve Angry Men.

The theme will be “Red Carpet Week”. Most prevalent for the Thursday night dance but will also be incorporated in some activities/crafts throughout the week. The dance is being arranged by Laura K., Bonnie L. and Samantha K. Bonnie and Laura are arranging for a photo booth, red carpet photos, large movie posters to display, etc. Alex Wagner will be the DJ for the dance.

### Orientation

Camper and volunteer orientation will be held Saturday evening. A one-on-one orientation will be held upon arrival.

### Donations

- Mike and Kelly Zolinski have offered to donate Saturday evening meal.
- Gift Cards definitely the best option.
- Need to develop a wish list and only target donations for these items. Linda, Mary Kay, Erica and Jean to work on donations.
  - 20 cases water
  - 25 cases of soda
  - 100 hamburgers
  - Pizza for dance (Erica/Moose Jaw)
  - Snacks
  - Ice Cream
  - Hot dogs for camp fire
- Sam and Pat will follow up with Liberty Mutual Community Giving on possibly sponsorship
- Linda to follow up with PNC Bank on their community giving program

### Recruitment

Erica indicated that we will have a few new campers this year. She has also been in contact with a few additional volunteers. An update will be provided at the next board meeting.

Kelly will work with Madison area colleges/universities on potential volunteers. Linda to send Kelly email that was sent last year.

As an organization we will not be invited to attend MDA Kids Camp. Erica has been invited to attend to speak on her experiences. She will touch on the possibilities that WALH Camp has to offer.

### Other

- What are the consequences of leaving camp? Further discussion needed and decision needs to be communicated to individuals personally and during orientation.
- Visitor day should be limited to ONE day only – likely Wednesday.
- Rules should be posted along with several activity schedules around camp.
- Camp Nurse, Kim Whitmore is expecting a baby so she will be unable to serve as our camp nurse this year. Erica is in contact with a few other possibilities and will provide an update at the next meeting.
- T-shirts will be printed by Jim Phillips, LLC. He has provided a design which the board of directors has accepted. Shirts will be printed on heather/charcoal gray shirts. Ink color yet to be determined and will be based on Jim's recommendation.
- Short sleeve tees will also be printed with the WALH logo (pocket position). These will be available for purchase at the car show and also for camp attendees. Not intended as a fundraiser, price will be based on actual cost.

## **Brochure**

Two quotes have been obtained for printing of new brochures. Both quotes are for a quantity of 5,000, full color, tri-fold printing. Burton & Mayer, Inc., \$1,293; Printworld, \$758 Linda will work with Printworld to have the brochures printed.

## **Fundraising - Current**

- Shoe Sale – Erica has sold a few but some remain. If interested in purchasing contact Karen Foxgrover or Erica Andres
- Ruby Tuesday's (January 2013), we will be receiving payment from Ruby Tuesday's in the amount of \$195.
- Entertainment Books – no update
- Kringle – we will have a profit of \$686 for kringle sales
- Buffalo Wild Wings – WALH night occurred on March 20, 2013. No word yet on proceeds.
- Wolfey Cup (March 16, 2013) – 19 participants. Jeff noted that \$300 profit was made and donated to WALH. Thanks to Hans and Debbie Christiansen for hosting.
- Bucky Books – a few books remain, contact Karen Foxgrover if interested in purchasing
- Candy Bars – no update
- Year Round Raffle – Monthly drawings occur the first Wednesday of each month.

## **Fundraising – Upcoming**

- Emil's Pizza – Laura brought information on Emil's Pizza. She was not aware that we explored last year and that this is a potential fundraiser for the winter months.
- Wine Tasting – Fall 2013. Julie Chaloupka is looking into the possibility of having wine tasting at Monticetos Italian Restaurant in Waukesha. She will research capacity, dates and pricing prior to the next board meeting. We will also get in contact with Carrabba's to about securing the location for next year. Additional space will be requested.
- "Restaurants Nights" – a few restaurants should be researched for possible outings. They include Stone Fire Pizza, Mongolian Grill, Qdoba, Sitr Crazy, Applebee's, Cousins and Culvers

## **Social Activities**

Sam will investigate possible minor league baseball game.

Summer Picnic – originally planned as a meet/greet for potential campers/volunteers. Since we will not be attending MDA Summer Camp and will not be able to send flyer using MDA resources this event will still take place but will be for current members. New campers and volunteers that have sent in applications for this upcoming camp will also be invited.

## **Board of Directors**

### **2012 – 2013 Board of Directors**

Donna Palkowski has resigned from the Board of Directors due to family and work commitments. The Board wished to thank her for her contributions. Julie Chaloupka has offered to step in as needed.

### **2013 – 2014 Board of Directors**

Those interested in serving on the 2012 – 2013 Board of Directors should contact either Samantha Kostowicz or Jean Wiza by June 1, 2013.

### Board Member “Job” Descriptions

No update

### By Laws Update

Sam will draft an update to the current Bylaws in regards to board members absences and update at the next board meeting.

### Newsletter

Newsletter was sent out mid February and included Sponsorship Form which has proved to be successful. Next issue will be sent in mid June. Any further submissions should be sent to Scott Uhlman.

### Future Meetings

May 4, 1:00 p.m., Franklin Public Library

June 22, 1:00 p.m., Scott and Linda’s house – cookout for current members and new campers/volunteers will be invited. Cookout to begin at 3:00 p.m.

Meeting adjourned at 3:20 p.m. by President Samantha Kostowicz. Motion to accept by Jeff Martinkoski, second by Scott Uhlman

March 23, 2013 meeting minutes submitted by Linda Lee, Secretary, 4/22/13

| WALH SUMMER CAMP 2013   |  |  |  |   |  |                                    |
|---|--|--|--|---|--|------------------------------------|
| SATURDAY<br>July 27th   | SUNDAY<br>July 28th                        | MONDAY<br>July 29th                                  | TUESDAY<br>July 30th   | WEDNESDAY<br>July 31st                                      | THURSDAY<br>August 1st   | FRIDAY<br>August 2nd               |
|   |  |  |  | <b>VISITOR'S DAY</b>  |  |                                    |
|   | 8:00 am Breakfast<br>(Dining Hall)         | 8:00 am Breakfast<br>(Dining Hall)                   | 8:00 am Breakfast<br>(Dining Hall)                                       | 8:00 am Breakfast<br>(Dining Hall)                          | 8:00 am Breakfast<br>(Dining Hall)                                 | 8:00 am Breakfast<br>(Dining Hall) |
|   | 12:00 pm Lunch<br>(Dining Hall)            | 12:00 pm Lunch<br>(Dining Hall)                      | 12:00 pm Lunch<br>(Dining Hall)  | 12:00 pm Lunch<br>and Elections<br>(Dining Hall)            | 12:00 pm Lunch<br>(Dining Hall)                                    | 12:00 pm Bag<br>Lunch              |
| 1:00-3:00 pm Board<br>Member Check-In<br>and Set-Up                         | 1:00-3:45 pm Pool<br>Party                 | 1:00-3:45 pm Pool                                    | 1:30 pm Camp<br>Picture (location<br>TBD)                                | 1:00-3:45 pm Pool<br>Party                                  | 1:00-2:00 pm Pool  | 1:00 pm Check-Out                  |
| 3:00-4:30 pm<br>Volunteer Check-In<br>(Women's Dorm)                        |  |  | 2:00-4:00 pm<br>Paintball? (Castle)<br>and Sports?<br>(Basketball Court) | 4:00 pm New<br>Officers Board<br>Meeting (Kiwaniis<br>Café) | 2:00 pm 500<br>Tournament and Ice<br>Cream Social<br>(Parking Lot) |                                    |
| 4:30-6:00 pm<br>Camper Check-In<br>(Women's Dorm)                           | 5:00 pm Dinner<br>(Dining Hall)            | 5:00 pm Dinner<br>(Dining Hall)                      | 5:00 pm Dinner<br>(Dining Hall)  | 5:00 pm Dinner<br>(Dining Hall)                             | 5:00 pm Dinner<br>(Dining Hall) Year-<br>Round Raffle<br>Drawing   |                                    |
| 6:00 pm Orientation<br>and Dinner (Outside<br>Dining Hall/Kiwaniis<br>Café) | 6:00 pm Trail Ride<br>(Tractor)            | 6:00 pm Trail Ride<br>(Tractor)                      | 6:00 pm Trail Ride<br>(Tractor)  | 6:00 Memorial<br>Service (Outside of<br>Dining Hall)        | 6:00 pm Corvette<br>Club Rides (Parking<br>Lot)                    |                                    |
| 8:00 pm Get to<br>Know You<br>Game/Board Game<br>Night (Kiwaniis<br>Café)   | 8:00 pm Logo Trivia<br>(Nature Center)     | 8:00 pm BINGO<br>(Nature Center)                     | 7:30 pm General<br>Membership<br>Meeting (Nature<br>Center)              | 7:30 pm Trail Ride<br>(Tractor)                             | 8:00-12:00 pm<br>Dance and Pizza<br>(location TBD)                 |                                    |
|   |  | 8:00 Texas Hold<br>'Em Tournament<br>(Kiwaniis Café) | 9:00 pm<br>Cookout/Movie<br>(grass by memorial<br>tree/castle??)         | 8:30 pm Karaoke<br>(Nature Center)                          |  |                                    |
|   | 10:00-11:30 pm<br>Nighttime<br>Swimming??? | 9:30/10:00 pm Trail<br>Ride???                       | 9:30/10:00 pm Trail<br>Ride???   | 10:00-11:30 pm<br>Nighttime<br>Swimming???                  |  |                                    |

| <b>SATURDAY</b>    |            |                     |   |
|--------------------|------------|---------------------|---|
| Check-In Table     | 3:00-6:00  | Women's Dorm        | Sam, Linda, Jean                            |
| Orientation        | 6:00       | Kiwanis Café        | Jean, Linda, Sam, Carissa                   |
| Board Game Night   | 8:00       | Kiwanis Café        | Erica, Kelly                                |
| <b>SUNDAY</b>      |            |                     |   |
| Pool Party         | 1:00-3:45  | Pool                | Sam, Jean, Kelly                            |
| Logo Trivia        | 8:00       | Nature Center       | Sam, Jean, Kelly                            |
| <b>MONDAY</b>      |            |                     |   |
| Pool Time          | 1:00-3:45  | Pool                | Linda                                       |
| BINGO              | 8:00       | Nature Center       | Linda                                       |
| Texas Hold 'Em     | 8:00       | Kiwanis Café        | Matt, Biff, Tom D.                          |
| <b>TUESDAY</b>     |            |                     |   |
| Camp Picture       | 1:30       | TBD                 | Erica                                       |
| Paintball          | 2:00-4:00  | Castle              | Scott                                       |
| Sports             | 2:00-4:00  | Basketball Court    | Erica, Joe F.                               |
| Board Meeting      | 7:30       | Nature Center       | Sam   |
| Cookout/Movie      | 9:00       | TBD                 | Sam, Linda, Jean, Mary Kay                  |
| <b>WEDNESDAY</b>   |            |                     |   |
| Elections          | 12:00      | Dining Hall         | Sam   |
| Pool Party         | 1:00-3:45  | Pool                | Sam, Kelly, Jean                            |
| Memorial Service   | 6:00       | Outside Dining Hall | Biff, Scott, Tom D.                         |
| Karaoke            | 8:30       | Nature Center       | Matt H., Jean??                             |
| <b>THURSDAY</b>    |            |                     |   |
| 500 Tournament     | 2:00       | Parking Lot         | Mary Kay                                    |
| Ice Cream Social   | 2:00       | Parking Lot         | Sam, Kelly                                  |
| Corvette Club      | 6:00       | Parking Lot         | Erica                                       |
| Dance/Pizza        | 8:00-12:00 | TBD                 | Julie C., Sam, Bonnie                       |
| <b>FRIDAY</b>      |            |                     |   |
| Clean-Up/Check-Out | 1:00       | Camp Wawbeek        | Biff, Jim Coyne                             |
| <b>OTHER</b>       |            |                     |   |
| Cribbage Tourn.    | Weeklong   | Camp Wawbeek        | Mary Kay                                    |
| Arts & Crafts      | Weeklong   | Arts and Crafts     | Linda, Bonnie, Julie                        |
| Donations          | N/A        | N/A                 | Sam, Linda, Erica, Mary Kay, Jean, Laura ?? |
|                    |            |                     |   |