

Pacific Northwest Conference Board of Directors Meeting Minutes, October 1, 2024

Board Members Present: Indigo Brown, Moderator; Esther Sanders, Vice Moderator; Wendy Blight; Amy Johnson; Sandy Wisecarver; Diana Kutas, Treasurer; Leah Atkinson Bilinski; Deborah Tyler; Ron Patterson, Scribe; Dawn Koloi;

Staff: Designated Conference Minister Phil Hodson; Camp Directors Pam Peterson and Mark Boyd; Conference Accountant, Andy Warren.

Excused: Talaalemotu “ Leilani” Alaelau; Tevita Fakasiieike.

We played the game “share two truth and one falsehood”. Interesting answers. Phil opened us with prayer.

We approved the minutes of the September meeting by consensus.

Andy reviewed the financial reports. September has not been posted, but he shared information from the financial highlights page which is in Base Camp. (See August Report, September figures are not complete.)

He focused on the three cost centers and their profit/loss.

Conference ministries: losses better than budgeted and better than last year.

N-Sid-Sen—better than budget and better than last year.

Pilgrim Firs is better than budget and better than last year.

He offered some projections on future performance.

Camp Reports

N-Sid-Sen Pam pointed to her written report in Base Camp. We have three groups coming and the Forestry Plan will be reinitiated. Currently, they are trying to fix the fire suppression system, which includes hydrants. They believe they have found an inground leak that is responsible for the poor water pressure.

Mark reported on a busy September at **Pilgrim Firs** with large numbers with quite a few groups coming. He also referred us to his written report.

Except for Phil and Andy, the staff were excused from the rest of the meeting.

Anti-racism Training

Indigo shared a letter from the People’s Institute, the group we had agreed would lead anti-racism training for the Board and Staff. They are offering three-day intensives and suggested dates of November 7-9; and November 14-16.

It became clear that a fair number of the Board and Staff preferred November 14-16 and that we would need to negotiate an additional date with the Institute. We will do a poll on Basecamp. We do one training course in November and then another later in the year to accommodate those whose work schedule prohibits a Thursday-Saturday schedule. This effort is a Board priority. Phil and Indigo will keep us in the loop on costs and contract details, etc.

Review of Conference Fiscal Policies

Leah raised a concern about Board awareness and our fiduciary responsibility for the various Conference funds entrusted to the oversight of the Board. This has been an ongoing effort by the Board, the staff and the Stewardship Committee. She moved:

“That a subcommittee consisting of one board member and one stewardship member, in cooperation with Andy Warren, meet to review all our fund descriptions for alignment with conference fiscal policy and Washington state law for nonprofit corporations. This subcommittee will be tasked with bringing back recommended edits for all our funds so the Board of Directors can fulfill our role of fund oversight and reaffirm or clarify that each fund is properly managed. The intent of this ask and work is to offer whatever fine tuning is needed of fund descriptions that the board might stand behind and in affirmation of them.”

(Moved, Seconded, Passed)

A committee including Wendy, Andy and Diana were appointed.

Policy for Board Liaisons to Conference Committees and MRC Liaisons to Conference Committees

Continuing the discussion from our Zoom retreat on Saturday, September 28, 2024 concerning:

1. The role of Individual Board members who are assigned as liaison to the various committees of the Conference and
2. The role of the liaisons from the Ministry Resource Committee to the various committees.

Summarizing the Board’s discussion, Phil presented the following:

What is a Liaison?

Board Liaison

In the context of a UCC committee, a Board liaison is designated to facilitate communication and coordination between the committee and the board. The liaison's responsibilities include:

Board Members as Committee Ambassadors

Communicating with the Board: Serving as the primary point of contact between the committee and the board to ensure alignment and convey important updates. Should a committee request action from the Board, the liaison shall bring the request to the Board on behalf of the committee.

Checking in with the Committee Chair: The liaison regularly connects with the committee chair to stay informed about the committee’s activities and needs. **In committee meetings, the liaison has voice but not a vote.**

Providing Assistance When Asked: Offering support and assistance to committee members as needed, ensuring that the committee can effectively fulfill its objectives.

MRC Liaisons

Communicating between Committees: Serving as the primary point of contact between the MRC and the committee to which they are assigned to ensure committees have the human resources necessary to do their work effectively.

Checking in with their assigned Committee Chair: The liaison regularly connects with the committee chair to stay informed about the committee's personnel needs. When vacancies occur on their assigned committee, the liaison shall provide the MRC with necessary and helpful information to fill the vacancies efficiently.

Liaisons have neither voice nor vote on the committee to which they are assigned and will not attend unless invited by the committee chair to do so.

We approved these guidelines by consensus as a working document. It will be revised as necessary and brought forward at the November meeting as a statement of Board policy.

Annual Meeting Planning

Phil reported that the place of the Conference meeting in 2025 is almost finalized and that we have a committee.

N-Sid-Sen Next Steps

Responding to a Board request, Phil presented an initial report on the next steps concerning N-Sid-Sen.

Because of the staff change at N-Sid-Sen, Phil invited the Board to ponder and think about what comes next.

He has been in conversation with Mark and Andy and Pam.

He proposes that he be empowered to hire an acting director for January who will oversee the camp through summer season 2025. He is seeking possible names already. He is hoping to gather a small group of people, a couple of Board members perhaps and others to interview. Mark and Andy will be included.

This needs to be a person who can hit the ground running. A person to be trusted.

This person will be in place for perhaps 18 months, and we will then launch a search for a settled director in late spring or early summer, 2025.

We need to gather the information needed to run a serious search. A comprehensive profile.

Andy and Phil will visit the camp. He wants to take a group to walk the property and invite all of us to do so.

There will be people on site. Andy will take oversight of the personnel. Pam will be staying on site till the end of December. Phil is open to hearing from all of us.

Since we are seeking an 'acting' we do not have to have a call, etc. He invited us to reach out to our circle to identify possible candidates.

Andy noted that the biggest issue with the camp is the lack of customers. This is the critical piece to make a go of the camp. Some of those we lost may come back. This will be a multiple year process. Mark and Phil will be reaching out to those whose relationships with the camp have been strained. We need to focus on relationships. This acting person needs to be a jack of all trades. The Managing Director needs to be able to do many things. Phil plans to bring a proposal for an advisory team to support the staff at both sites, including partners, customers, and people in the trades to oversee the facility side.

He proposes that we make all bookings and calls come into one site. All this is tentative and the whole staff will work on this and the Board will be kept in the loop.

Esther reported that she wants us to know she is unable to move up to Moderator but might be willing to remain as vice-moderator.

Next Meeting October 29, 2024; 6:30 pm.

Deborah closed us with prayer.

Respectfully submitted

Ron Patterson Scribe