

Board Meeting Agenda / Minutes

Date:	April 6th 2021	
Location:	Virtual	
Attended by:	Kristen, Tim, Madeleine, JD, Daniel, McKenzie	Majority of 4 for meeting quorum

Name	Daniel Chacon	Jeanette "JD" Day	Kristen Quinn	McKenzy Williams	Tim Schuetz	Madeleine Carson
Election Dates	Elected 2016	Reelected 2018	Elected 2018 Eligible for reelect 2022	Elected 2018 Eligible for reelect 2022	Elected 2020 Eligible for reelect 2024?	Elected 2020 Eligible for reelect 2024?
	Member 1	Member 2	Member 3	Member 4	Member 5	Member 6
When term up	complete 2024 (2 terms)	complete 2022 (2 terms)	Complete 2026 (2 terms)	Complete 2026 (2 terms)	Complete 2026 (2 terms)	Complete 2024 (2 terms)
Board Position	President	Secretary	Treasurer			

- **Approve Minutes** – March; Posted to web

- **New Business:**
 - Board Terms Update: Finalize at ABA? Workshop? Other time
 - Hard to finalize at ABA because not many people will be logged on
 - Workshop: more participation, more realistic time frame
 - We will work on that over the workshop

 - **2021 ABA SIG**
 - ABA Meeting
 - Speakers/Topics: Medical Panel
 - Education committee meeting met last Friday: Tim, Trudy, Anita, Child Life Specialist from Children's Mercy KC and Unit Nurse from Mercy St. Louis, Sheila from Nationwide
 - Opportunity to pull ABA membership and constituency in to burn camp
 - How are panelists going to log on to SIG?
 - Reach out to Susan at ABA to ask her
 - Typically, speakers need to register
 - Daniel will check with Laura about inviting panelists to SIG
 - Educational Forum: Recorded and submitted
 - Game Night
 - Hosted by IABC
 - Need assistance from IABC board (Maddie, McKenzie, JD)
 - 5 breakout rooms (cannot use Trivia or Scavenger Hunt)
 1. Pictionary

- 2. Charades
 - 3. Bingo
 - 4. The Price is Right
 - 5. Family Feud
 - ABA can coordinate gift cards for winners
 - Other game ideas: guess image as camera pans out, freeze dance
- Refreshment sponsorship. Camp Gift? Hoosier Burn Foundation?
 - Have not connected with Koop about a gift in 2021
 - Possibly ask Koop to sponsor something at the 2021 Workshop in August
- **2021 Workshop**
 - Reached out to Resort and Phil
 - Everything is still good to go for August, conference center is willing to work with us
 - Start making announcements about workshop, start thinking about how to sell workshop to members and have applications go live
 - McKenzy to help set up application on the IABC website
 1. Will email to-do list to IABC board
 - “Content of workshop will be geared towards camp administration and leadership, please consider carefully how many camp staff you would like to send”
 - “Please submit two names of camp staff who are attending in-person”
 - Do we want to stagger costs based on whether staff are attending in-person or virtual?
 1. Plan to record sessions so people can watch it in the future
- **Discussion Meeting:**
 - Next topic/Speaker
 - Membership selected Communicable Disease Planning as topic of next conversation
 - Also spend first 15 minutes reviewing topics covered at ABA meeting
 - McKenzy to share select information from Association of Camp Nurses
 - Invite board members to present completed Communicated Disease Plan
 1. Having Medical (Kristen) and Non-profit perspective (Daniel)
 2. Especially important to highlight that CDPs need to be reviewed by insurance provider/legal counsel
 - Maddie and McKenzy to plan and send agenda
- **Committees**
 - Membership: New member
 - JD to take down membership form right after ABA
 - Research: Wrapem
 - Presentation at ABA scheduled
 - Wrapem survey resubmitted, one camp completed

- Daniel and Kristen working on abstract submission
- Looking at assessment tools that different camps use and looking at common assessment
- Preparing write-up of Walter Hive Program (not an IABC project, just a group of camps that got together)
- Also spoke with Dr. Ruth about reusing survey from 2016
- LIBRE study → multi-year study, not so much a collaboration/partnership
- Pediatric Quality of Life Survey (age-appropriate) is used by Colorado
- **Education:**
 - Topic for May meeting is mental health at camp
 - Consider is there anything education-related that can be posted on website or social media
 1. Post topics for each monthly meeting on website
 - a. April: Communicable Disease Planning
 - b. May: Mental Health at Camp
- **Communications:**
 - Social Media: Bios?
 - Will be posted before the end of the week
 - Mail Chimp
 - McKenzy to send log in to Tim
 - Website:
 - February and March minutes to be posted by end of the week
 - Events for ABA and monthly discussion are on the website
 1. Can Eventbrite link be posted on website? Not sure
- **Treasurer Report:**
- **Other Business / Roundtable:**
 - Dottie? Honoring those who have passed
 - ABA virtual booth updated by McKenzy, need some documents to include
 - Interested attendees will email if they want to be contacted directly by someone at IABC
 - Daniel to make quick minute and a half video, will send annual report, strategic plan and list of member camps for 2021
 - Edit PDF on IABC website to fix header

Date/Time of Next Conference Call:

May 4th 2021

To access the Meeting simply enter this url: <https://us02web.zoom.us/j/9248567438> in a browser window on your computer or a smart phone.

Meeting ID: 9248567438

Password: 886537

