



Annual General Meeting

8pm, April 24, 2024. Hosted at Langley Canadian Reformed Church, Langley BC

Agenda

1. Opening & Welcome
2. Approval of the Agenda
3. Approval of Previous Meetings Minutes
4. Appointment of Board Members
5. Reports:
 - a. Camp2023
 - b. Outreach
 - c. Property Report and Facilities Update
 - d. Summary from the Operations Directors
 - e. Finances
 - f. Ongoing Risks
 - g. Next Steps, Long Range Plans
6. Question and Answer Period
7. Closing

Attendance

Attendance

Last Name [PRINT]	First Name [PRINT]	Email Address [PRINT]
Onderwater	Kevin	Kevin@steppingstonesbiblecamp.ca
Vandelft	Nick	Nick@steppingstonesbiblecamp.ca
de Leeuw	Hailey	Hailey@steppingstonesbiblecamp.ca
de Leeuw	Kyle	kyle@steppingstonesbiblecamp.ca
Vanderhoek	Tim	tim@steppingstonesbiblecamp.ca
Vandergaag	Christina	Christina@steppingstonesbiblecamp.ca
Moesker	Dylan	Dylan@steppingstonesbiblecamp.ca
Vanderlinde	Harm	Harm@steppingstonesbiblecamp.ca
Vanderlinde	Magdalene	
Vanderleest	Herman	
Bouwman	Jared	Jared@steppingstonesbiblecamp.ca
Visscher	Albert	
Vanderhorst	Kayla	vanderhorst.kayla@gmail.com
Vanderhorst	Conrad	conradvdh@gmail.com
Huttema	Lucas	lucas.huttema@gmail.com
Weigers	Ron	Ron@rkwconstruction.ca

Minutes

1. Kevin Opened the Meeting and welcomed guests.

2. Approval of the Agenda

- a. Motion to approve the agenda:

- i. First: Tim Vanderhoek

- ii. Second: Jared Bouwman

Approved.

3. Approval of Previous Meetings Minutes

- a. Motion to approve the previous AGM minutes:

- i. First: Nick Vandelt

- ii. Second: Jared Bouwman

Approved.

4. Appointment of Board Members

- a. Appointment of Chris Snyder and Kayla Vanderhorst to the Board

- b. Motion to approve the appointment of incoming board members

- i. First: Hailey de Leeuw

- ii. Second: Lucas Huttema

Approved.

5. Board Reports

- a. Camp2023

Christina Vandergaag gave a report on the success of Camp2023 which was made up of weeklong camps as well as some day camps.

- b. Outreach

Christina Vandergaag explained outreach goals and recent efforts

- c. Property Report and Facilities Update

Tim Vanderhoek reported on work that had been completed at the property in the past year.

- d. Summary from the Operations Directors

Dylan Moesker gave a 2023 year recap as well as explaining some of the work ahead in 2024

e. Finances

Nick Vandelft gave a report on the Financial Statements, including the 2024 budget

i. Motion to approve the Finance Report, including the 2023 budget:

1. First: Jared Bouwman
2. Second: Harm Vanderlinde

Approved.

f. Ongoing Risks

Kevin Onderwater gave a status report on work to mitigate ongoing risks - operational stability, legal risks for camp and property, non conforming facilities, over-reliance on volunteers.

g. Next Steps & Long Range Plans

Tim Vanderhoek gave a report on the Long range planning for the property (20 year goals). Expanding our overnight accommodation capacity is our bottleneck to growth in programs and revenue.

6. Question and Answer Period

a. Harm: Is marketing and promoting extending south of the border?

- i. Yes, we are posting on their church bulletins and joining events like golf tournaments?

b. Jared: Can we break out insurance in the budget expenses?

- i. Yes, we will change this for 2024

c. Magdalene: Can we break out the profit it rentals and cleaning fee charges?

- i. Yes, we will add a line item in the budget income statement showing profit in cleaning fees that will match the the cleaning fees expense line in the budget

d. Magdalene: How come we are going down in wages in 2024?

- i. We have less turnover in the staff needed to be paid out in 2024

e. Jared: Where is the balance sheet? How long can we last in a deficit?

- i. We will submit a balance sheet to the group after the meeting. Kevin provided insight into how much we have left in our budget. We have \$100000 in term deposits and \$80000 in cash for any necessary expenses.

f. Magdalene: Who is in charge of the fundraiser dinners?

- i. We are meeting in May to plan an annual fundraiser and placing a member in charge at that time.

- g. Lucas: Will the cabins be achievable on volunteer work?
 - i. We are budgeting the cabins to get built at market rates and not planning on volunteers. Volunteers will be a bonus to the budget.
- h. Magdalene: Where are the cabins going?
 - i. Near where the existing cabins are. We are planning for costs right now to bring in water and septic field to determine if we can build in stages or
- i. All: Discussion on cabins
 - i. Couch space in the middle? Not planning on it
 - ii. Design? Looking for efficiency in the design to be most cost effective
 - iii. Final design? We are tweaking a few things
 - iv. Plan for rental usage? Sleeping three high may be dangerous?
 - 1. We will look into adding to the footprint for larger beds for couples
 - v. Is it worth it?
 - 1. Yes, we have had a number of booking requests for winter months that we can't host due to not enough winter accommodations. Once we build them and advertise we can increase our revenue through the now slower winter months
- j. What are we doing with the red barn?
 - i. We are assessing the bones of the barn on whether we can reno or if we have to tear down. Step one is the structural assessment.
- k. Lucas: Can we add light bulbs to the cabins?
 - i. We can look to adding light bulbs back
- l. Additional discussion
 - i. Dirt contract feedback
 - 1. Loss of the prayer garden? We will still be able to incorporate our future property plans
 - 2. Other areas to fill? Yes, this contract is just the first phase
 - 3. Risk to our reputation in the neighborhood? We are meeting with the neighbors prior to signing anything.
 - 4. Will they be liable for the damage to Brooks Road? We have sent them a question on whether they will be liable
 - 5. Can we negotiate price per box? No, they can't go higher and showed us the books on their end.
 - 6. Can we build on it? We are asking for a load bearing report number

- 7. Can you seek some more advice from experts? We will ask for more feedback
 - ii. After discussions, the members felt that it is not worth signing a contract with the risks noted. Will we hold off on signing the contract.
- m. Magdalene: Are we fixing the linden lodge? Floors? Stairs?
 - i. The linden lodge is getting us by at this time. We would like to do a great amount of work to it but don't see it as worth the cost. We can look into repairing the upstairs floors for easier cleaning. We have moved to a more proactive maintenance plan on the property for things like this.
- n. Magdalene: Fixing the chimney on the maple cottage?
 - i. We are in the process of fixing it
- o. A stakeholder has requested to have their portion of money in the property back on February or 2028
 - i. The board will review and begin planning to give the money back to the stakeholder

7. Closing

Dylan Moesker closed the meeting with a word of prayer.