

**Camp Liberty Inc.  
Board of Directors  
Meeting Minutes**

Tuesday, January 7, 2025, 5:30 – 7:00 pm

Video call link: <https://meet.google.com/xcr-kicv-qqt>

Or dial: (US) +1 629-888-0942 PIN: 374 384 176#

- I. Call to Order and Welcome to Guests - Guests attending were Kathy Sutherland, Keith Zastrow, Ed Madden, and Jeff Oswald. The meeting was called to order at 5:30 p.m.
- II. Pledge of Allegiance – Those in attendance recited the Pledge of Allegiance.
- III. Roll Call and Certification of Proper Notice and Quorum to conduct business- All board members were in attendance. Melinda also participated. Proper notice was provided and a quorum was present as required by the bylaws.
- IV. Reading and approval of the November 2024 board meeting minutes - Jeremy made a motion to accept the November 2024 minutes as presented. Larry seconded the motion. The motion was approved unanimously.
- V. Reading and approval of the December 2024 board meeting minutes - Larry made a motion to accept the December 2024 minutes as presented. Suzanne seconded the motion. The motion was approved unanimously.
- VI. Strategic Plans
  - A. 2024 Strategic Plan Final Review – Overall we had a very successful year and accomplished most all of our objectives. The one area for improvement in 2025 will be an increased focus on our communications programs.
  - B. 2025 Strategic Plan – Larry made a motion to approve the 2025 Strategic Plan as presented. Jay seconded the motion. The motion was approved unanimously. A copy is attached.
- VII. President's Report: Allan
  - A. Staff Adjustments
    1. Melinda gave an overview of the additional responsibilities that she will assume effective immediately. Several board members expressed their appreciation for her willingness to expand her role and additionally their willingness to assist her as needed.
    2. The board agreed to look for outside part-time clerical assistance to cover social media, the newsletter, and some of the administrative tasks.
  - B. Recruitment of Board Members and Leaders – The board will continue to invite potential board members and committee leaders to attend a few board meetings to gain an understanding of our operations so that they may make an informed decision as to whether volunteering with our organization is a good fit.
- VIII. Treasurers Report: Allan
  - A. 2025 Charitable Registration – The Registration has been filed. Renewal must take place by 6/30/25.
  - B. 2023 990 Tax Return – The return has been filed. A copy will be posted on our website.

- C. Thank you letters – Allan and Melinda volunteered to complete the outstanding thank you letters from 2024.
- D. Recent Donations – Allan reviewed the donations that were received in December.

IX. Director Report – Melinda

Melinda updated the board on the December Pheasant Hunt and Muzzleloader Hunt. Allan added that we have had a lot of last-minute cancellations this past year and we should adopt a policy to handle this issue. Our volunteer event has been rescheduled to February 21. Board members are asked to provide planning ideas directly to Melinda. This will be a topic of discussion at the February board meeting.

X. Planning for the March Pheasant Hunt – tabled until the February meeting.

XI. Committee Reports

- A. Community Relations – Kathy did not have any scheduled events to report.
- B. Maintenance and Repair – Allan/Ed
  - 1. New Volunteer Leader – Ed Madden
  - 2. Maintenance Schedule and Inventory – Ed will be utilizing Mapcon software to maintain an accurate inventory and proactively track maintenance and repairs.
  - 3. Track chair servicing – Rick has volunteered to lead this project.
  - 4. Recommended purchases – Allan made a motion to approve the purchase of a small compressor, floor jack, automatic battery charger, 8" bench grinder, life vest for the kayaks, and several plastic tubs to store hospitality items. Larry seconded the motion. The motion was approved unanimously.

XII. Old Business - none

XIII. New Business

A. Board Officer Elections

Open positions: President, Vice President, Treasurer, and Secretary

President – Jeremy volunteered to serve as President. Allan made a motion to elect Jeremy as the President. Larry seconded the motion. The motion was approved unanimously.

Vice President – Jay volunteered to serve as Vice President. Allan made a motion to elect Jay as the Vice President. Larry seconded the motion. The motion was approved unanimously.

Treasurer – Allan volunteered to serve as Treasurer. Allan made a motion to elect himself as the Treasurer. Larry seconded the motion. The motion was approved unanimously.

Secretary – Suzanne volunteered to serve as Secretary. Allan made a motion to elect Suzanne as the Secretary. Larry seconded the motion. The motion was approved unanimously.

XIV. Next Meeting Dates

- A. Board of Directors Meeting – Feb. 4 at 6:00 p.m.
- B. Board of Directors Meeting – March 4 at 6:00 p.m.
- C. Board of Directors Meeting – April 8 at 6:00 p.m.

XV. Allan ceremoniously passed the gavel to Jeremy.

Adjournment – The meeting was adjourned at 6:51 pm.

## 2025 Strategic Plan

### PRIMARY OBJECTIVES

1. Camp Liberty will continue to offer programs to serve our veterans, those with mobility challenges, and members of our surrounding communities. We will consider targeting programming to support additional target groups, such as local first responders, who may have interests and needs similar to those we currently serve.
2. Camp Liberty will improve our communications programs to connect with more veterans, community members, and others we can serve.
3. Camp Liberty will launch new efforts to recruit and recognize the volunteers and donors who support Camp Liberty.
4. Camp Liberty will seek out and engage additional volunteer leaders. This includes electing two to four additional members for our board of directors and two to four additional volunteers to actively engage in leading committees or events.
5. Camp Liberty will improve its fundraising efforts by implementing new programs resulting in at least \$150% of the amount raised in 2024. Efforts to find significant grants and funding for the purchase of the property by CLI will also be explored.

### SECONDARY OBJECTIVES

6. Camp Liberty will complete the family fishing pond to include accessible fishing docks, aeration, water level control, structure for habitat, and stocking with fish.
7. Camp Liberty will work collaboratively with the River Raisin Watershed Council on a program, such as a river cleanup on the section of the river on the banks of Camp Liberty
8. Camp Liberty will Investigate opportunities to work with other agencies and groups that will allow Camp Liberty's Trackchairs to be better utilized by those with mobility challenges.

## Camp Liberty Inc. 2025 Calendar

February 22 – 2025 Kick Off and Volunteer Appreciation Event – 10:00 a.m. to 1:00 p.m.  
March 15 – Veterans Pheasant Hunt - 8:00 a.m. to 4:00 p.m. at Camp Liberty, 7044 Kappler Drive, Brooklyn, MI 49230.  
April 19 to 23 – Veterans Turkey Hunt - begins at 1:00 p.m. on April 19 and runs through 1:00 p.m. on April 23. Located at Camp Liberty, 7044 Kappler Drive, Brooklyn, MI 49230.  
May 17 - Spring Conservation Day – 10:00 a.m. to 3:00 p.m. at Camp Liberty  
June 28 – Summer Picnic - 11:00 a.m. to 4:00 p.m. at Camp Liberty  
August 9 – Fall Conservation Day – 10:00 a.m. to 4:00 p.m. at Camp Liberty  
Sept 12 – 14 – Liberty Disabled Veterans and Youth Deer Hunt - -1:00 p.m. on Sept. 12 through 1:00 p.m. on Sept. 14 at Camp Liberty, 7044 Kappler Drive, Brooklyn, MI 49230.  
October 16 to 19 – Independence Disabled Veteran Hunt - begins at 1:00 p.m. on Oct 16 and runs through 1:00 p.m. on Oct. 19. Located at Camp Liberty, 7044 Kappler Drive, Brooklyn, MI 49230.  
November 19 to 23 – Veterans Firearm Deer Season Hunt - - 3:00 p.m. on Nov. 19 and runs through 1:00 p.m. on Nov. 23. Located at Camp Liberty, 7044 Kappler Drive, Brooklyn, MI 49230.  
December 6 – Veterans Pheasant Hunt - 8:00 a.m. to 4:00 p.m. at Camp Liberty