

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

Monday, September 10, 2025, 6:00 – 7:30 pm

Video call link: <https://meet.google.com/gqw-ntyj-smy>

Or dial: (US) +1 415-604-0995 PIN: 562 594 117##

- I. Call to Order and Welcome to new Guests - The meeting was called to order at 6:02 p.m. Guests attending were Terri Madden, Ed Madden, Kathy Sutherland, and Craig Peterson.
- 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 Schwyn, CLI Executive Director, also participated. Proper notice was provided, and a quorum was present as required by the bylaws.
- IV. Grant Writing – Sarena
Sarena explained that to stand out in the grant application process it is important to include the benefits to the community, why our organization is better than the rest, and any DEI initiatives, if applicable. She also informed us that the VA uses an online system to announce funding opportunities. Jeremy will meet with Melinda and Terri to discuss a strategy for us to take advantage of any grants that may be a good fit for CLI. Serena offered to send us a template that will aid us with the grant writing process. Allan and Rick offered to research an ITC grant.
- V. Reading and approval of the August 2025 board meeting minutes - Allan made a motion to accept the August 2025 minutes as presented. Jay seconded the motion. The motion was approved unanimously.
- VI. President's Report: Jeremy Briggs
Jeremy verified that we would have medics and water available for the runners on 9/10. Jeremy expressed appreciation to Melinda, Terri, and Ed for the work they have done to make our Fall Event successful.
- VII. Vice President's Report: Jay Truchan
Jay thanked Melinda, Terri, and Ed for the great job they are doing with building community awareness of CLI. Jay advised the board that he spoke with Allene Smith from the Washtenaw County Legacy Land Conservatory. Jay believes that the Land Conservatory may be a viable option for purchasing Camp Liberty. Allan let the board know that he had also talked to Allene earlier in the year and was told that this path would take five years. Allan expressed that he is not willing to wait five years. Jay will invite Allene to our October meeting so that the board can obtain an understanding of this process. Jay asked the board if they were in favor of adding a pond to the logo. Everyone was in favor of this idea. Rick suggested that the printer in Brighton that created the original logo could possibly assist us with finalizing the logo. Rick will follow up with the printer.

VIII Treasurer's Report: Allan Lutes

Allan presented the YTD financial reports. We are currently facing a \$16K shortfall in donations. Equipment is over budget, but Allan stated the expenses were necessary. Allan informed the board that he had to move \$20K from Swab into our operating account to cover the current shortfall. Allan stressed that we need to improve our fundraising efforts to continue our programming as planned. Jay made a motion to approve the financial reports as presented. Larry seconded the motion. The motion was approved unanimously.

IX. Director Report – Melinda Schwyn

Melinda updated the board that all plans for the Liberty hunt are in place. She and Terri are finalizing plans for the Fall Event. Melinda covered the many, many fun things planned for adults and children and with the marketing that has been done, this should be our largest event ever. The hunters for the Independence Hunt will be selected the week of September 15th.

X. Committee Reports

A. Community Relations – Kathy Sutherland

Kathy informed the board that T&C will have four wheelers on display at the Fall Event. She also let the board know that all the plans for the 5K are in place.

B. Maintenance and Repair – Ed Madden

Ed reported that he had been busy with preparations for for the Fall Event and the upcoming hunts. He also let the board know that the tractor needs an oil change and he will take care of that. He has stripped half of the trailer and will be purchasing whistles and space blankets for the blinds.

C. Conservation – Terri Madden

Terri and Allan will be holding a meeting with the hunting guides. Terri updated the board on the blind repairs.

D. Fundraising Committee – Chaplain Bob

Chaplain Bob was not in attendance.

E. Hunting – Keith Zastrow

Keith was not in attendance. Craig let the board know that he has 100 acres that he may be willing allow hunters to use if he is able to get comfortable with his liability concerns. Allan will contact our insurance company to determine if our insurance would extend to Craig's property.

XI. Old Business

A. New Logo – covered under the Vice President's report.

B. Trailer Wrap – The small trailer is ready for the new wrap. Rick has requested pictures and measurements of the trailer to obtain a quote. Ed will provide those to Rick.

C. Sale of second trailer – After discussion, Jay made a motion to sell the trailer for \$6,000. Suzanne seconded the motion. The motion passed unanimously. Larry will take the lead on selling the trailer.

XII. New Business

A. Bookkeeping Position – Terri is willing to take on the bookkeeping duties of CLI, effective 1/1/26. Allan will train her during the month of December.

B. Flag Pole Request – Jay made a proposal that we donate a flagpole, with a plaque that that lists CLI as the donor, to a local school. The cost is \$2,420. Although the board likes the idea, given our current shortfall the board is reluctant to approve this donation.

The motion was tabled, and we will discuss the idea again at the October meeting. Jeremy encouraged the board to think about the pros and cons prior to the next meeting.

- C. New Board Members – Suzanne reminded the board that recruiting new board members is one of our 2025 Primary Objectives. Allan suggested that we look to the current volunteers for possible candidates. Further discussion will take place at the next meeting.
- D. Christmas Party – Rick will present his plan at the October meeting. He has a template for what CLI has done in the past.
- E. Releases for all volunteers – Suzanne reminded the board that all volunteers must sign a release form prior to serving. Melinda and Terri will take the lead on this.

XIII. Next Meeting & Event Date

Fall Event & 5K – September 20th

Board of Directors – Wednesday, October 15th

Independence Disabled Veteran Hunt – October 16th-19th

Board of Directors – Wednesday, November 12th PROPOSED

XIV. Adjournment – The meeting was adjourned at 8:07 p.m.

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 23-27 – Veterans Turkey Hunt - begins at 1:00 p.m. on April 23 and runs through 1:00 p.m. on April 27. 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