

Camp Frances Board of Directors Meeting Minutes

February 10, 2026 at Camp Frances, 1501 S. Cochran Ave. Charlotte MI 48813

Board Members Present: Cathy Bogner, Susie DeBack, Karen Perry, Barb VanderMolen, (D'Lynn Smith partial meeting) Anissa Buiskool DPW Representative

1. Call to order at 6:36 pm by Susie DeBack
2. Approval of minutes as written from 1/13/2026 meeting
3. Treasurer report – no report provided
4. City of Charlotte report –Jeff Christensen, City Council liaison, has been reassigned to the airport. Brian Neumann will be taking his place and attending meetings. Board members will take over the number assignments for the door entry lock.
5. Renter and Rental check out concerns – some renters are not completing the checklist as required. Susie will talk to Connie at city hall.
6. Building maintenance /repairs /concerns - a renter contacted the city about water in the basement. DPW Brandon checked and found a spigot in the furnace room that was dripping. There was a drip pan there and it had overflowed. He cleaned up the water and repaired the spigot. Thank you Brandon. The renter canceled as she was going to be using the basement. Rent payment should be refunded.

Old Business / Last Meeting Follow-up

1. Puzzle Competition - March 13 at 6:30 PM. The event has been advertised on Facebook. Please share if you are able. We will plan on 10 teams, the entry fee will be \$40 per team. We will provide light snacks. The first team to finish their puzzle receives a free rental at Camp Frances. Unable to find puzzles locally that can be purchased in quantity. Bits and Pieces catalog has 500 piece puzzles that can be purchased in multiple quantities. Many of them cost \$5-\$7. Cathy will provide more info on this.
2. Building maintenance /repairs /concerns - Applying a non-slip product to the deck and ramp and cleaning the eaves troughs were brought up with the DPW.
3. Update on Bylaws – we are waiting for the city attorney to provide a draft of bylaws, Susie DeBack to contact him for update.
4. The city was contacted and has agreed to remove rentals from the calendar that are designated as “canceled”. Also, removing “tentative” events after 7 days if no deposit has been paid.
5. Business Expo is April 18th, 9:00 to 5:00 & 19th, 10:00 to 3:00 - we will have a time slot sign up for the booth and further planning at the March meeting.

New Business

1. Discuss the epoxy floor for the basement. A quote of \$3800 was received from Brad Stark of Stark Concrete Solutions. He has done epoxy floors for the city fire and police departments. There was unanimous agreement to use this product and use the lighter brown color.

2. Discuss fundraising for the paved path from the building to the firepit. It's time to revisit the memorial pathway fundraising. The bench is complete and is at DPW awaiting installation. We discussed approaching some businesses in the city and ask for contributions.

a. Barb will talk to the Community Foundation in Lansing

b. Cathy will check into Meijer

c. Anissa will talk to CARC at their next meeting – Susie do grant application

d. Revisit the Eaton County Grant status – Cathy will check

e. Anissa has information on a grant available from the DNR of Michigan

f. Crandell Bros and Shyft are also businesses to be approached

Barb motioned, Karen seconded and there was unanimous agreement to approach these businesses for contributions.

3. 2026 Calendar of Events - designate times for all events so they can be added to calendar

March 13th - Puzzle Competition 6:30 pm

March 15th - Winter Campfire 3:00 pm

May 17 - Spring Campfire 3:00 pm

June 18 - Science Camp all day

August 30th - Summer Campfire (to be a Campfire Girls and Girl Scout reunion) 3:00 pm

October - City of Charlotte Halloween Haunted Trail October 16

Oct 4 - River Conservation event

November 8th – Fall Campfire 3:00 pm

4. Camp email management – we need someone to check camp email and reply to any inquiries. Anissa offered to do since she already has a Gmail account and could add ours so she would receive the emails. We get very few inquiries or comments but it does need to be managed. Thank you Anissa for offering to do this.

Meeting adjourned at 8:08 pm

Next Meeting: March 10, 2026 at 6:30 PM

Camp Check: February - Anne, March - D'Lynn, April - Amy

Board Members: Margaret Bales, Cathy Bogner, Susie DeBack, Karen Perry, Amy Smith, D'Lynn Smith, Barb VanderMolen, Anne Watson, Anissa Buiskool DPW Representative