



Camp Moshava, Wild Rose, Wisconsin
2011-2012 Committee and sub-Committee guide

Compiled September 2011



Mission and Values of Camp Moshava Wild Rose

Mission:

To model the ideals of modern orthodox Judaism and religious Zionism through a safe, engaging and nurturing co-educational summer sleep-away camp experience. Camp Moshava inspires children and young adults to become future leaders and to pursue extraordinary lives through a deep commitment to Torah, Avodah (Service) and Israel.

Camp Moshava Wild Rose values...

- the safety of our campers and staff
- programming that is fun, exciting, and educational
- the principles of the Bnei Akiva youth movement
- promoting campers physical, emotional, social, and spiritual growth

The Role of Governance

Camp Moshava Wild Rose's ability to prosper is closely linked to the dedicated meaningful leadership from its Board of Directors, known as the Moshava Committee (Committee). The Committee and its various sub-committees are the central vehicles for parents and other supporters to be involved in productive and defined roles, helping Camp Moshava achieve its goals and mission.

This Guide provides outline and guidance for the most effective lay-governance of our camp. When each lay-leadership role is well defined with goals for achievement and direction established, the results of their efforts are beneficial for the camp and also satisfying to the member.

Each year the Board Governance Sub-Committee is charged with the responsibility of selecting Committee Members. Because Camp Moshava is a wholly owned subsidiary of Religious Zionists of Chicago (RZC) all Committee Member nominees are approved by RZC. The Committee Chairperson is responsible to recruit active leadership for each Sub-



committee. Each Sub-committee Chairperson is then responsible, along with input from the Committee Chairperson, to establish goals for achievement for that year commensurate with that Committee's purpose.

Camp Committee: The Committee's mission is to provide leadership and direction for Camp Moshava and to promote its achievement of excellence in camping and Jewish education.

Sub-Committees: The Sub-committees' mission is to address the specific sub-committee's purpose to support the ongoing activities of the camp and to set and achieve goals for the camp's growth and success each year.



Camp Committee

The Board Governance Sub-Committee nominates Committee Members for the coming year. The Officers of the Camp Committee, consisting of the Chair, Co-Chair, Vice Chair, and Treasurer, are elected by the majority vote of the Members at a regular annual meeting of the Committee and shall serve for two (2) years. This slate of Officers must be approved by the Camp Committee and by the RZC. Non-officer Committee Members serve for one year, from the first meeting in September to the following August 31st—and may serve no more than a total of five (5) years.¹

Committee members are intended to represent the entire Camp Family Community with an appropriate combination of unique features such as gender, age of children, neighborhood, city, shul affiliation, etc. It is an opportunity to have many different constituents of the camp increase their involvement and help the camp grow with their unique talents and visions to continually meet the needs of its families.

The two main functions of the Committee is a) to review and approve actions of the various sub-committees and vote on overall policy items, and b) to ensure the financial stability and continuity of the camp.

Committee members have certain financial responsibilities, as described in Camp Moshava's *Give/Get Policy for Moshava Committee*:

...Committee Members are expected to:

- 1) Ensure that their giving to Camp Moshava Wild Rose is a meaningful financial donation given annually to show a commitment to the camp; and
- 2) Give no less than \$500.00 (USD) annually to the camp as a direct financial gift (aside from all other fees associated with membership or tuition), or through equivalent value of monies as a result of camp activities

¹ See Camp Moshava Wild Rose by-laws, Article III Section 3.



or fundraising efforts which include, but are not limited to, sale of ads, monetary participation in fundraisers, or through direct solicitation of funds (excluding merchandise or services unless specifically approved by the Director)

Committee members are responsible to be active on at least one Subcommittee and attend Committee meetings². Committee members are expected to be outspoken supporters of Camp Moshava in their community. A supportive dynamic Committee helps the camp grow and prosper and be responsive to the needs of families and the community.

² Per the Camp Moshava By-Laws, "A member's failure to attend 3 consecutive committee meetings, or his failure to attend 4 meetings in 1 year... shall be construed as his resignation (Article III, Section 12).



Summary of Standing Sub-Committees and their General Functions

“Standing Sub-Committees” are designated by Camp Moshava By-Laws.

The strategy and implementation of issues critical to the role of the Committee come from the its leadership, including to:

- Seek input and support from the management and other staff
- Conduct its work through the Committee and Sub-committees
- Ask camp director to direct agency resources (as long as within approved budget)
- Create goals and recommendations

1. Executive Sub-Committee³

- a. Members are Sub-Committee Chairs, RZC Member, Committee Chairperson, Vice-Chair, and Treasurer.
- b. The Committee Chairperson will also chair this subcommittee.
- c. Immediate Advisory Cabinet to the Committee Chairperson
- d. Responds to urgent issues.
- e. Reports to the Committee.
- f. Responsible for Recruiting, Hiring, supervising, and evaluating the Director, and if necessary disciplining and terminating.
- g. Create job description for Director and evaluate performance.
- h. Perform annual review and determine salary.

2. Board Governance Sub-Committee

³ See Camp Moshava by-laws Article V Section 2f



- a. Define the roles and responsibilities of the board as a governing body as well as for each individual board member through the creation of Camp Moshava Policies.
- b. Ensure Committee Members compliance with appropriate Camp Moshava Policies
- c. Initiate education and training for Committee members to support their leadership role
- d. Re-structure board committees as determined necessary
 - i. Includes determining the make-up and role of executive committee
 - ii. Includes evaluating number of full board meetings per year
- e. Seek wider geographic representation as well as specific skills/attributes to match critical issue areas to the board
- f. Implement processes for the nomination and selection of new and continuing Committee members annually⁴
- g. Evaluates effectiveness of Committee, Sub-committees, etc.
- h. Continuously monitors and assesses parent body for future Committee positions.

3. Finance Sub-Committee

- a. Chaired by the Treasurer⁵
- b. Retain active functioning finance committee
- c. Insist on regular financial reports from treasurer and management staff
- d. Works with Administrator on budget projections and maintenance.
- e. Consults on setting of camp fees for following year.

⁴ See Moshava Wild Rose by-laws, Article V Section 2a

⁵ See Moshava Wild Rose by-laws, Article IV Section 6.



- f. Works on cash flow and cash management issues to reduce camp's borrowing and interest expense.
- g. Oversee all expenditures and review finances of the camp.

4. Fundraising Sub-Committee

- a. Create and implement comprehensive development plan including goals for annual, capital, endowment and legacy revenue (eg, works with administration on annual fundraising projects such as dinner, concert, raffle, etc; develop new projects and events to supplement and increase fundraising).
- b. Create consistent communications and improved donor relations
- c. (See above) Provide recommendations to the Governance sub-committee with regard to Committee members' fundraising responsibilities (eg, for the creation or revision of Camp Policies regarding Committee Member's role in fundraising).

5. Stakeholder Relations

- a. Develop strategy to improve relations with target stakeholders such as:
 - i. Alumni – both camper and staff alumni
 - ii. Donors
 - iii. Volunteers
 - iv. Parents and Staff (in conjunction with management)
- b. Boost Volunteer outreach to support management led volunteer committees

6. Partnership Development

- a. Create a strategy to propel Moshava Wild Rose into a leadership position for the modern Orthodox movement in



support of its Mission (eg, growth of the Camp, increased recruitment efforts, etc...)

- b. Seek collaborations with national and local *Bnei Akiva*
- c. Seek collaborations with schools and synagogues, both in Chicago, and in other key geographic regions.