

American Camp Association Camp West Regional Conference Proposal

The following **sections** will together produce a regional conference that will be called Camp West:

- Coronado
- Evergreen
- Northern California
- Oregon Trail
- Rocky Mountain
- Southern California/Hawaii

A **regional conference operating code** will be developed and approved by all of the section boards. This proposal will be the beginning of that code.

The **purpose of the conference** is to provide an educational event for section members and camps as well as prospective members with the primary target audience being year round and seasonal camp directors, camp administrative staff and supervisory camp staff. The conference administration will also provide leadership development opportunities for section members.

The **administrative support** for the conference will continue to be provided by the Southern California Section Office and the costs will be included as a line item in the conference operating budget. The Southern California section board will approve the cost projection each year.

The boards of directors of the 6 sections will adopt a **2-step transition plan** and the first step of the transition plan will be implemented for the 2006 conference.

The 2006 conference will be held in **Las Vegas Nevada** with space reserved (but not committed) for the 2007 conference at the same location. Future conference locations will be selected on a rotating basis with consideration given to spending 2 years in a row at each location. Location of the conference will have no bearing on the operation of the steering committee or the selection of the conference chair.

The **leadership of the conference** will be as follows:

Step 1

- In 2006, the conference chair will be from the Northern California section. A representative from each of the other 5 participating sections will be included on the conference steering committee with areas of responsibility to be assigned by the chair based on need and interest. The conference chair will recruit any additional expertise needed. There will be representation from all participating sections on each conference committee.
- In 2007, the conference chair will be from the Southern California section. Again at least one representative from each of the other participating sections will be

included on the conference steering committee with areas of responsibility to be assigned by the chair based on need and interest. The conference chair will recruit any additional expertise needed. There will be representation from all participating sections on each conference committee. In addition, the chair of the 2008 conference will be chosen based on interest and skill. This chair will be from a section other than Northern or Southern California (assuming skills and interest are present).

Step 2

- In 2008, the steering committee will function with equal representation and interest from all participating sections. The operating code will be amended to include selection process for chair and other committee members.

Section representatives to the conference steering committee will be appointed by each board and be accountable to that board in whatever manner the board chooses. All conference communication will be directed to the section rep. The section reps will also be accountable to the conference chair for all agreed upon work.

A **conference marketing plan** will be developed by the steering committee each year and all participating sections will actively implement the plan.

The **financial relationship** of the conference will be as follows:

Step 1

In 2005, the Northern and Southern California sections will continue to receive any profit or be responsible for any loss. 20% of the profit will be retained in the conference budget for use in future years as seed money and reserve.

In 2006, all participating sections will share financial responsibility (gain/loss) according to a formula to be developed based on section participation in the planning and implementation of the conference and section members' attendance at the conference. 25% of the profit will be retained in the conference budget for use in future years as seed money and reserve.

Step 2

In future years, the 2006 formulas will be reviewed for revision. The reserve policy will also be evaluated.