

# Fixed Assets Committee Meeting Minutes

**Date:** February 23, 2026

## Attendees

Kirsten, Sandra, Kevin, Alex, Amy, Annie, Hilary, Jonathan, Ryley, Greg, and others.

## Announcements & Introductions

The meeting opened with general updates and introductions. Sandra and Kevin were confirmed as co-chairs. The agenda was reviewed and approved, and meeting procedures were clarified, including use of chat for participation.

## Kitchen Relocation Constraints and Legal Guidance

Kirsten shared legal guidance regarding relocation of the main camp kitchen. Based on analysis, moving the kitchen to the Hub would likely require an NCU permit alteration, which presents significant regulatory risk. As a result, the Hub was determined not to be a viable option. The committee agreed to focus on locations within the permitted operational area.

## Location Options and Site Considerations

The group discussed several alternative locations including the current site, recycling area, and Ware Barn. Floodplain constraints, environmental concerns, and land use limitations were key considerations. The Recycling Crew confirmed they will remain in their current location, narrowing relocation options.

## Kitchen Design Concepts

Amy presented conceptual designs for a container-based kitchen system, including modular and mobile configurations. Options discussed included shipping container kitchens, pole barn structures, and portable equipment solutions. The group emphasized flexibility, scalability, and compliance with permitting requirements.

## Budget and Financial Considerations

The committee noted that no formal capital budget request has been submitted for kitchen relocation or rebuild beyond current roof repairs. Preliminary estimates discussed included approximately \$300,000 per structure, plus additional costs for equipment and utilities. Lower-cost mobile kitchen options were also considered.

## **Operational and Planning Challenges**

Members raised concerns about space limitations, workflow efficiency, and overlapping equipment needs if kitchens are consolidated. Additional concerns included lack of a contingency plan if the current kitchen becomes unusable and the importance of identifying all stakeholders early in the process.

## **Subcommittee Coordination**

All subcommittees were asked to establish leadership, define scopes, and begin regular meetings. Coordination across groups—including Location, Entrance Design, and Kitchen Design—was emphasized as critical to progress.

## **Timeline and Planning Approach**

The committee agreed to continue exploration and data gathering over the coming month. Subcommittees will observe operations during the main camp season and contribute findings. The group aims to identify a preferred kitchen location by November.

## **Spring Fixed Assets Tour**

Kirsten confirmed plans for the annual Fixed Assets Tour on April 26th, beginning at 2 PM at the winery property, followed by a barbecue at Doug's Green.

## **Next Meeting**

The committee will reconvene in March to continue discussions and review new information.

## **Action Items**

- Amy to share detailed kitchen design materials with the committee
- Subcommittees to establish chairs, schedules, and report updates
- Sunny to distribute shared documents and prompt subcommittee coordination
- Location Committee to evaluate permitted areas and propose options
- Entrance Design Team to begin planning and report progress
- All members to review materials and prepare questions for next meeting

- Teams to begin inventory and measurement of operational spaces
  - Members to identify and engage additional stakeholders
  - Subcommittees to gather insights during main camp season
  - Group to work toward selecting a kitchen location by November
  - Kevin and Sandra to expand communication distribution lists
  - Kirsten to coordinate spring tour logistics
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