

# NEWS IN BRIEF



July 10, 2008

ACA Indiana Board  
Kimberly Johnson- President  
[johnsonk@unitedwayec.org](mailto:johnsonk@unitedwayec.org)

Sonny Adkins- Vice  
President  
[adkinss@culver.org](mailto:adkinss@culver.org)

Susie Davis- Past President  
[sdavis@noblesville.in.us](mailto:sdavis@noblesville.in.us)

Bill Viar- Treasurer  
[bviar@americanincomelife.com](mailto:bviar@americanincomelife.com)

Mary Allen  
[Maryeallen07@yahoo.com](mailto:Maryeallen07@yahoo.com)

Mark Battig  
[mark@campcrosley.org](mailto:mark@campcrosley.org)

Rebekah Carmichael  
[Bekah.carmichael@gmail.com](mailto:Bekah.carmichael@gmail.com)

Laura Hanna  
[laura@4hanna.com](mailto:laura@4hanna.com)

Steve Heiny  
[sheiny@indymca.org](mailto:sheiny@indymca.org)

Chuck Kime  
[chuck@columbusyouthcamp.com](mailto:chuck@columbusyouthcamp.com)

Tim Nowak  
[tim@jamesoncamp.org](mailto:tim@jamesoncamp.org)

Erin Policinski  
[erin@tuliptrace.org](mailto:erin@tuliptrace.org)

Max Scott  
[tippy@abc-indiana.org](mailto:tippy@abc-indiana.org)

Elizabeth Snell- Standards  
Chair  
[ejsnell@hotmail.com](mailto:ejsnell@hotmail.com)

Anna Weigand  
[weiganda@bloomington.in.gov](mailto:weiganda@bloomington.in.gov)

## FROM THE SECTION OFFICE

### Risk and Crisis Management Planning

is a tool to help administrators create a plan that will fit the circumstances of managing their organizations and the sites and programs they provide. The worksheets included in the book and on the CD are divided into two main categories: those that address the overall crisis and risk management of the organization and those that address the crisis and risk management of each program.

Chapters include: Risk Management (planning, legal liabilities, identification of risk, evaluation of risk, and treatment of risk); Crisis and Emergency Management (dealing with emergencies, managing a crisis, types of emergencies or crisis situations, and crisis communication); Risk Reduction, Control, and Analysis (intervention points, accident and incident analysis, and risk analysis); Supervision, Behavior, and Child-Abuse Protection (supervision of children, supervision of staff, and reducing the risk of child abuse); Organizational Risk-Management Planning (organizational crisis-management worksheets and guidelines and organizational management worksheets and guidelines); and Program Risk-Management Planning (program crisis-management worksheets and guidelines and program management worksheets and guidelines).

Our Price: \$49.95 plus \$7.50 S & H

Published: 2008

Format: Book / 491 pages

Author: Connie Coutellier (International trainer, consultant, and author)

Item Number: 9781585180974

To Purchase: Contact ACA Bookstore @ 888-229-5745  
OR 831-372-6075 (FAX) OR

<http://www.acabookstore.org/>

## TECH TIPS

*Looking for a deal on computer technology? Charity Advantage sells computer hardware and software to nonprofits at discounted prices. This vendor will also set up, host and update your youth organization's website.*

<http://www.charityadvantage.com>

*For printers, monitors, scanners, computers, check out [www.cristina.or](http://www.cristina.or)*

*World Computer Exchange [www.Worldcomputerexchange.org](http://www.Worldcomputerexchange.org)*

## LINK UP

### *Parks & Rec Business*

<http://parkandrec.ecndigital.com/magazine.aspx?eid=1275&e=17086949&b=117667>

## \$

### Surdna Foundation

The Surdna Foundation makes grants to nonprofit organizations in the areas of environment, community revitalization, effective citizenry, the arts, and the nonprofit sector.

Nonprofit organizations must generally have a valid tax exemption status under Section 501c(3) of the Internal Revenue Code and be classified as a public charity and not as a "private foundation" under Section 509 (a).

There are no formal deadlines to apply for funding. The Surdna Foundation accepts applications on an ongoing basis. However, grants are approved three times a year: in February, May, and September. Applicants should make their requests three to four months ahead of time for staff review.

For more information, go to:

[http://www.surdna.org/grants/grants\\_list.htm?cat\\_id=949](http://www.surdna.org/grants/grants_list.htm?cat_id=949)

## SITE & FACILITY

### Building Materials

Find a warehouse in your neighborhood on the Used Building Materials Association website

[www.bcn.boulder.co.us/environment/ubma/index.html](http://www.bcn.boulder.co.us/environment/ubma/index.html)

Habitat for Humanity Restore: [www.habitat.org/env/restoreuse.html](http://www.habitat.org/env/restoreuse.html)

Since its inception in 1997, Excess Access has found nonprofit homes for more than 35,000 items donated by businesses and individuals. That estimates to 400 tons of goods kept out of landfills when it still had life left. [www.excessaccess.org](http://www.excessaccess.org)

**Cookin' dem Bugs** – Heat is the most effective way to eradicate bed bugs, and many exterminators don't offer it. Dave Wright of Camp Tecumseh sent us this example of a commercial solution: <http://www.e-hospitality.com/content/news/article.asp?docid=b14cd4eb-2543-4401-a24e-58a8686ad865&atc~c=771+s=773+r=001+l=a>

## STANDARDS SECRETS

[http://www.acacamps.org/profmembers/campline/05w\\_soact.php](http://www.acacamps.org/profmembers/campline/05w_soact.php) and

<http://www.acacamps.org/knowledge/health/hlthexamform.php>

**Print This Out for Your Lifeguards, please:**

[http://www.ymcaexchange.org/back/legal\\_risk\\_management/risk\\_management/aquatic\\_safety\\_2008-05-14.aspx](http://www.ymcaexchange.org/back/legal_risk_management/risk_management/aquatic_safety_2008-05-14.aspx) (Yep, username "YMCA" and password "9622").

## MANAGEMENT

Positively Outrageous Service- part 5 of 5  
Turning negatives into positives

POS: Rules for Apology

- When in doubt- apologize
- Apologize even when the customer doesn't know you goofed
- Always make amends in excess of the slipup
- Empower everyone to solve problems

An occasionally mistake handled "outrageously" can create very positive word-of-mouth!

"Reach for the Stars- 90% Camper Retention Rate" presented at ACA National Conference 2008 by Jay Toporoff and Ginger Clare, Camp Danbee [www.campdanbee.com](http://www.campdanbee.com)

## INSPIRATIONS- July Series

Here's to all my "dusting" friends, now I won't feel so bad when you come to visit...

Dusting "A house becomes a home when you can write "I love you" on the furniture". I can't tell you how many countless hours that I have spent CLEANING.

I used to spend at least 8 hours every weekend making sure things were just perfect- "in case someone came over". Then I realized that no one came over; they were all out living life and having fun.

Now, when people visit, I find no need to explain the "condition" of my home. They are more interested in hearing about the things I've been doing while I was away living life and having fun. If you haven't figured this out year, please heed this advice.

Life is short. Enjoy it! Dust if you must, but wouldn't it be better to paint a picture or write a letter, bake a cake or plant a seed, ponder the difference between want and need.

Dust if you must, but there's not much time, with rivers to swim and mountains to climb, music to hear and books to read, friends to cherish and life to lead.

Dust if you must, but the world's out there with the sun in your eyes, the wind in your hair, a flutter of snow, a shower of rain. This day will not come around again.

Dust if you must, but bear in mind, old age will come and it's not kind...And when you go- and go you must- you, yourself will make more dust.

It's not what you gather, but what you scatter that tells what kind of life you have lived.

## GREEN SPOKEN HERE

What to Do With Old CDs and DVDs?

They're largely nontoxic, but the Silicon Valley Toxics Coalition recommends that they not be thrown away or burned. What to do?

Some suggestions are:

- Pooper scooper
- Grill scraper
- AOL disk & pasta casserole
- Halloween treat (give them away all night long)
- Room dividers for hamsters

According to the [CD Recycling Center of America](http://www.cdrecyclingcenter.com), CDs and DVDs are made from different materials, each of which has its own separate lifecycle involving energy use and waste that includes:

- Aluminum — the most abundant metal element
- Polycarbonate — a type of plastic, which is made from crude oil and natural gas
- Lacquer — made of acrylic, a type of plastic
- Dyes — chemicals made partially from petroleum products
- Other materials such as water, glass, silver, and nickel

<http://www.cdrecyclingcenter.com/home>

The information presented here does not necessarily reflect the views of ACA Indiana. Special thanks for contributions: IRCIL, ACA Indiana archives, Office of Faith Based Community Initiatives, National Assembly, Techsoup, Gary Forster/Y-USA Camping Update,

## DIVERSITY- July Series

### ETIQUETTE

1. You walk into a public restroom. All of the stalls, with the exception of the wheelchair accessible stall, are occupied. A person in a wheelchair is in line, two places behind you. The appropriate thing to do is to:

- a) Wait until another person finishes using a regular stall, and then go.
- b) Use the accessible stall.
- c) Offer your spot to the person in the wheelchair, and wait until any stall is available.
- d) None of the above.

#### What's the point?

The POINT is that it generally takes longer for a person in a wheelchair to use the restroom. If you can wait longer, it's considerate to make the offer. However, stalls are not exclusively for people who are in a wheelchair. If the stall becomes available and no one in a wheelchair is present, feel free to use it.

2. When curiosity is expressed about a person's disability, how a question is accepted depends upon:

- a) The disability the person has.
- b) Who's asking, who's being asked, when, where and how.
- c) Whether or not there are other people around.
- d) None of the above.
- e)

#### What's the point?

The POINT is that many people who have disabilities are okay with questions that are asked, respectfully. Not all people are okay with questions. And questions from children are generally more easily accepted. If you're the one asking, be considerate and ask yourself why you need to know. Are you asking out of some morbid sense of curiosity?

3. If you are uncomfortable around a person who has a disability, it is best to:

- a) Establish eye contact, smile politely, and walk away.
- b) Avoid eye contact and walk away.
- c) Stare at the person, respectfully.
- d) None of the above.

#### What's the point?

The POINT is related to question #2, questions (when asked respectfully) are better than staring or running away.

4. Petting a guide dog is:

- a) Acceptable when given permission.
- b) Always unacceptable when the dog is seen in public.
- c) Allowed only if the dog is in a harness.
- d) None of the above.

#### What's the point?

The dog is working and serves as the "eyes" of the person who is blind. Petting the dog without permission is like touching or covering someone's eyes without permission.