



# CAMP BARTON STAFF ALUMNI ASSOCIATION

FEBRUARY 17<sup>TH</sup>, 2022—7:00PM EST. START

## EXECUTIVE BOARD MEETING

### MINUTES

Insert  
Logo  
Here

#### a. Roll Call / Attendance (Secretary)

Recording Initiated ☒

CHAIRMAN OF THE BOARD	PRESIDENT	VICE PRESIDENT	IMMEDIATE PAST PRESIDENT
<input checked="" type="checkbox"/> Alan Dixon	<input checked="" type="checkbox"/> Pete O'Connell	<input checked="" type="checkbox"/> Scott Stolte	<input type="checkbox"/> Vacant
SECRETARY	TREASURER	COUNCIL LIAISON	ADVISORY CHAIRMAN & HISTORIAN
<input checked="" type="checkbox"/> DJ Jones	<input checked="" type="checkbox"/> David Ludewig	<input type="checkbox"/> Vacant	
PROGRAM CHAIRMAN	MEMBERSHIP CHAIRMAN	RESOURCE CHAIRMAN	
<input checked="" type="checkbox"/> Jeff Smith	<input checked="" type="checkbox"/> Kevin Gross	<input checked="" type="checkbox"/> Dave Carlson	<input type="checkbox"/> Vacant

Guest Attendee's: Kevin Gross.

#### b. Opening Remarks (President/Open)

2:00min (7:02pm)

- i. Reminder to utilize minutes for accountability of task/action items to report on & complete.

#### c. Standard Business Items:

5:00min (7:07pm)

1. Final motion for modifications/additions/subtractions to 2.17.22 agenda (Secretary) } (1min)
  - i. None presented – no motion required.
2. Disputes/Additions/Subtractions/Approval of minutes from 1.9.22 (Secretary)
  - i. Pete- requested verification regarding agenda item OB-1-VP Legal - ii- a & b (CBSAA pd. for Title Search)
  - ii. Motion to accept (S. Stolte) – 2<sup>nd</sup> (A. Dixon) - No Obj. –Approved
3. CBSAA Financial Report (Treasurer) (4min)
  - i. Report sent 2.16.22 to board - Questions requested – None to report.
  - ii. We have begun to acquire monies through membership donations
  - iii. Motion to Approve (D. Ludewig) – 2<sup>nd</sup> (S. Stolte) – No Obj. –Approved

#### d. Old Business- Reporting & Updates:

30:00min

(7:07pm-7:37pm)

##### 1. Officers:

##### i. President (6min)

- Sale of Barton Update, FLLT/NYS/BSA Update, Property Retention Update
  - Pete posted video from Trumansburg/Ulysses/Covert Town Meeting on CBSA Facebook Group
  - Summary: State Park System will buy remaining portions of Barton for sale so long as they have a licensee partner (1 or more of the municipalities) for operations/maintenance. Unsure of BPC & CBSAA Future Involvement – Will be discussed under New Business.
  - Barton 40 acre parcel listed at \$795k – there is current offer (Amt. Unknown) –Likely to accept.
  - Tuscarora 400 acre parcel is under contract for \$750k.
  - Total \$ for sale is 1.45M – (Will cover BSA Settlement) Sooner this is complete we will not have to pay our \$3k/month interest obligation to the BPC Barton portion of Bridge Loan.
  - No questions presented. \*( K. Gross – Indicates via M. Homrighaus that M. Bull suggested that 40 acre portion offer is from individual who does not seek to develop the area) –Pete indicates that this could be Bill Shaw- neighboring property owner/ this is not confirmed. \*\* 2.18.22 – Confirmed Tim McGuire
- Appointment / Recruitment of remaining board positions
  - Pete requests motion to move into executive session & explains process.
  - Motion for Executive Session (S. Stolte) – 2<sup>nd</sup> (D. Ludewig) – No Obj. –Approved
  - Zoom recording stopped @ 7:10pm Est. – recording resumed @ 7:26pm Est.
  - Executive Session Total Time -16:00min
  - Motion (S. Stolte) to appoint Kevin Gross as CBSAA Board Membership Chairman – 2<sup>nd</sup> (D. Jones) – No Obj. – Approved.

##### ii. Vice President (2min)

- Legal & 501C3
  - No Update – 501C3 Status remains pending.

##### iii. Treasurer (2min)

- Operational Budget Development
  - Adobe subscription pd. and secured. \$179.00/annual fee.
  - Stuart Title pd. - \$500.00
  - Standing directive for methods to make donations included in treasurers report from 2.16.22
  - Each committee chair contacted and information gathered for operational budget.
  - Letter for generating fundraising – will discuss under New Business
  - Research Timetable on Operating Budget:
    - a. Board needs to approve Budget in May
    - b. Distributed to Membership in June
    - c. Voted/Adopted at annual meeting in July

- Question – (D. Jones) future needs of dues / strategic planning – will cover under new business.
  - Pete – Question – can we identify 1 time expenses for startup that won't be reoccurring- D. Ludewig will add this to documentation. S. Stolte – State of Virginia will charge \$50.00/year (S. Stolte offers to cover)
- iv. Secretary (2min)
- Membership – Application, Growth
    - Application went out to 304 Alumni starting on 1.16.22
    - As of 2.27.22 have received 64 completed applications
    - Provided breakdown ( 3 – 1960's , 10 – 1970's , 15 – 1980's, 15 – 1990's, 15- 2000's, 6 – 2010's)
    - Comment (S. Stolte) – Application worked well --- concern about reoccurring donations with paypal if someone who does not have paypal account. \*Kevin Gross – will work with DJ to modify set up with application to make this more user friendly.
2. **Chairman:**
- i. Advisory (2min)
- Mike Brown (Interim / Not Board Approved) Chair – has conflict this week. No Update.
- ii. Program (2min)
- Budget for summer 2022 Program is off and running and growing.
  - \$55/head shows 21% profit.
  - Cub Resident Camp currently has between 50-75 potential attendees
  - List of Local Groups/Contacts Created & submitted to President for future program/camp support
  - Mike Brown has created volunteer sign-up documents and they are being distributed to local council MB counsellors, and CBSAA Membership – This will help track and build the schedule.
  - Currently recruiting more program related alumni to aid committee.
  - Thanks to D. Carlson for volunteering time for this upcoming summer.
- iii. Membership (2min)
- Suggest further investigation/development of website.
  - DJ will work with Kevin to get up to speed and move forward accordingly.
  - Jeff Smith previously purchased domain name.
- iv. Resource (2min)
- Timeline to start up camp has been established (water, set-up etc.) Will need focus on promotion of timeline to gain membership support.
  - Working with Diane Blakely- Head of Barton Campmaster Corps for camp surveillance and facilities inspections
  - D. Carlson has volunteered to reside in camp 4/20 – 6/1 and 7/8 – 9/1. Dave will work to secure additional care from 6/1-7/8.
- v. Correspondence Committee (Secretary) (2min)
- No progress/dead-end with website development – will work with K. Gross to take next steps.
  - We currently have Facebook Group/ Instagram Page - No use of Twitter or SnapChat currently
- vi. Finance Committee (Treasurer) (2min)
- Next 30 days – plan to host strategy meeting to identify:
    - a. Target audiences for solicitation.
    - b. Create messaging platforms/concepts that are specific to target audiences.
    - c. Identify events that can generate donations
    - d. Will work with Membership for statistics on members for avenues of useful support.
    - e. Look at avenues of promotion & awareness.
    - f. Continue to develop our association's point of view on fundraising and efforts.
  - Pete: All Committee Chairman Should Post on Facebook – “Looking for \_\_\_\_ to help on \_\_\_\_”...
  - K. Gross– offers to work with D. Ludewig to help get this process started
  - DJ – suggests D. Ludewig contacting alumni - Brian Shankey.
  - Request more data off membership applications
  - Alan: When will we have a need for money? – Can we target the parents, communities, leaders?
    - a. David L: - Current Nonnegotiable funds ( Bridge Loan Interest & Camp Start Up/ Facilities & Equipment Not covered by the BPC)
  - S. Stolte: Suggestion to look at Go-Fund-Me Page.
  - DJ: Can we access Camp Barton Alumni database to aid?
    - a. K. Gross to talk to his parents to obtain data. (Father, David Gross is CBAA most recent president)
3. **Senior Board/Council Advisory:**
- i. Chairman of the Board (2min)
- We need to broaden our contribution base
  - We need to get the message out that we are saving Camp Barton
  - We need to make a point to let the general public know, and connect with them soon.
- ii. Immediate Past President (2min) Vacant – No Report
- iii. Council Liaison (2min) Vacant – No Report

**e. New Business- Reporting & Updates:**

**50:00min**

(7:37pm-8:27pm)

**1. Officers:**

**i. President (3.5min)**

- Annual Meeting / Reunion (Program)- Establish Date & Communication Plan
  - **Defer to Program Chairman & Resource Chairman**
- Municipalities Update
  - **Informal approach from municipalities if CBSAA wants to be a part of the support / operation of a potential park. Board will need to discuss & decide. (March Meeting)**
  - **Trumansburg and Ulysses have recreation pact. Covert is not part of that currently.**
  - **All board members need to watch video, and we will discuss / determine our level of support / involvement / financial contributions.**
  - **Question remains how do we help maintain program. How can we keep scouting / youth outdoor education and programing relevant at Camp Barton.**
  - **S. Stolte: Discouraged by lack of discussion in meeting of Boy Scout involvement.**
    - a. **Bill Shaw spoke on behalf CBSAA in aid of our efforts.**
    - b. **We need to discuss becoming the sole licensee.**
  - **Our best hope is to work with Deb, B. Shaw, T. McGuire, and Trumansburg Mayor etc...**
  - **Pete asks D. Carlson to speak to Deb (Neighbor) to remind about the CBSAA and our involvement**
- **Motion request to give results of title search/\$500 expense as donation to BPC to help benefit future use of the property – Motion – S. Stolte – 2<sup>nd</sup> D. Ludewig – Not opposed.**

**ii. Vice President (3.5min)**

- **Alumni Weekend – Proposed July 28<sup>th</sup> – July 31<sup>st</sup> 2022**
- **Proposed Annual Meeting – July 30<sup>th</sup> & 8:00pm Alumni Banquet**
- **Membership, Program, Resource – to provide recommendation for Alumni Weekend/Mtg./Banquet**
- **S. Stolte & J. Smith are working on CBSAA Logo – concept has been submitted to “Class B” to discuss and work on. Plan to have design for committee review by next meeting.**

**iii. Treasurer (3.5min)**

- **Strategic Planning For Fundraising- (Identifying Priorities)**
  - a. **Zoom Expense Approved/ Not Used/Needed Yet – Exploring switch to Google Meets**
  - b. **Website Domain purchased by J. Smith – D. Jones will circulate notes to board to keep process moving.**

**iv. Secretary (3.5min)**

- **Strategic Planning for Membership Growth & Involvement**
  - a. **Continued efforts to make contact with alumni**
  - b. **DJ will share records of staff to board to continue growth in membership**
  - c. **S. Stolte – suggestion to try and reach former scoutmasters to be involved.**
- **Communications to Membership / Newsletter / Website**
  - a. **Question to board- when to start newsletter? Answer: Now - DJ will work to recruit newsletter “staff”**
  - b. **S. Stolte volunteers to help.**

**2. Chairman:**

**i. Advisory (3.5min) Vacant – No Report**

**ii. Program (3.5min)**

- **2022 Camp Barton Summer “Badges At Barton” & Cub Resident Camp**
  - a. **Program Committee with assistance from Resource Chair/President/Secretary/Potential Future Advisory Chair continue efforts/planning for summer 2021 – Bi-Weekly meetings continue and momentum is picking up.**

**iii. Membership (3.5min)**

- **No New Business – K. Gross first meeting.**

**iv. Resource (3.5min)**

- **A key box has been placed on health lodge—access pending you have the combination**
- **Inside Health Lodge is key to get into Ranger Shop and Sidney Winter Lodge**
- **Plans need to be confirmed for the structures at the top of the hill ( King / Chase / OA Ceremonial/ Cub Pavilion)**
  - a. **Pete will ask council question about repurposing or continued use of these structures.**
  - b. **K. Gross suggests best option is to keep King Cabin– over Chase (or both) if we have a say/choice.**
- **D. Carlson will let council know that he would move back to be the ranger – but needs to be long term – Dave has offered this to both the town and council.**
- **K. Gross – Question – How much of program supplies will remain with the camp? – BPC owns it and can do as they wish. Peter – if the council has no use they may sell off.**
  - a. **We should be concerned of this, and work with BPC to get out in front of plans.**
- **Pete- “Let’s not make an issue where there isn’t one yet.” Let’s continue to work on good terms for future program.**
- **Dishwasher will be repaired and paid for by April.**

v. Correspondence Committee (*Secretary*) (3.5min)

- No New Business
- Question for operations in kitchen by NYS/Seneca County HD Sanitation Certificate – Determined not needed.

vi. Finance Committee (*Treasurer*) (3.5min)

- No New Business

3. **Senior Board/Council Advisory:**

i. Chairman of the Board (3.5min)

- No New Business

ii. Immediate Past President (3.5min) Vacant – No Report

iii. Council Liaison (3.5min) Vacant – No Report

f. **Other Approved New Business or Added Items:**

5:00min

None

g. **Task Assignments** (*Secretary*)

*\*Distributed Post Meeting by Secretary in Email & Noted In Minutes*

5:00min

<b>President:</b> <ul style="list-style-type: none"> <li>➤ Continued Correspondence with Council Exec &amp; Board Members</li> <li>➤ Aiding Program Committee</li> <li>➤ Continued Development / Review of Operating Budget for Treasurer for President Role</li> <li>➤ Provide BPC with results/documents of title search.</li> <li>➤ Inquire for more detail from BPC regarding options for 4 structures at top of hill (King/Chase/OA Ceremonial Ring/Cub Pavilion)</li> <li>➤ Begin process of communication w/ M. Bull, Mayor of T-Burg, T. McGuire, Municipalities regarding options to continue programing at Barton. "CBSAA as Licensee??"</li> <li>➤ Work with BPC to correct errors on "BPC Link" E-Mailer as soon as possible.</li> </ul>	<b>Vice President:</b> <ul style="list-style-type: none"> <li>➤ Assist President w/ any delegated tasks.</li> <li>➤ Prepare Operating Budget for Treasurer for VP Role</li> <li>➤ Provide Treasurer Value of Annual Expense for State of Virginia Association Costs to be put into operational budget.</li> <li>➤ CBSAA Logo Project- try to have mock up provided by March meeting for review by board.</li> <li>➤ Will assist Secretary with recruitment and startup of Newsletter "staff"</li> <li>➤ Continued networking &amp; putting people in touch with DJ &amp; Kevin to help grow membership and get alumni back to camp this summer.</li> </ul>	<b>Secretary:</b> <ul style="list-style-type: none"> <li>➤ Distribution of application</li> <li>➤ Work with membership chair to develop next version of application to obtain more statistical information &amp; improve donation process</li> <li>➤ Submit relevant costs to treasurer</li> <li>➤ Aid Program Committee</li> <li>➤ Minutes 2.17.22</li> <li>➤ Schedule March Meeting (3.24)</li> <li>➤ Continue Membership Demographic data collection</li> <li>➤ Work w/ KG on professional website design/management</li> <li>➤ Begin Newsletter process</li> <li>➤ Begin Google Workspace</li> <li>➤ Upkeep Facebook and Instagram Accounts</li> <li>➤ Alumni Weekend Promotion</li> <li>➤ Provide Membership Chair w/ Job Description From By-Laws</li> </ul>	<b>Treasurer:</b> <ul style="list-style-type: none"> <li>➤ Continue developing &amp; documenting submitted operational expenses.</li> <li>➤ Identify 1-time startup costs that are not part of annual operating budget and add them to financial report for March.</li> <li>➤ Will recruit and host a strategy meeting for the finance committee within next 30 days.</li> <li>➤ March Finance Report</li> <li>➤ Draft Fundraising Letter to 18k commitment for review in case we need it.</li> <li>➤ Contact Brian Shankey to help with Finance Committee.</li> </ul>
<b>Program Chairman:</b> <ul style="list-style-type: none"> <li>➤ Conduct / Schedule Program Committee Meetings to Continue to Prepare Content &amp; Promotions for Summer 2022 Weekend Merit Badge Academy</li> <li>➤ Continue recruitment of program committee membership and assistance.</li> <li>➤ Provide Kevin Gross/DJ details and access to purchased web domain.</li> <li>➤ Submit Operating Budget to Treasurer for Program Chairman Role</li> <li>➤ Assist VP with CBSAA Patch development &amp; branding as needed</li> </ul>	<b>Membership Chairman:</b> <ul style="list-style-type: none"> <li>➤ Work w/ secretary to further advance the membership application process, statistical collection process, and formally begin website development process w/ secretary.</li> <li>➤ Volunteered to communicate and share some strategies and previous experience with Treasurer for finance committee development</li> <li>➤ Obtain and provide status on CBAA and its last recorded membership demographics to aid in further support outreach objectives.</li> </ul>	<b>Resource Chairman:</b> <ul style="list-style-type: none"> <li>➤ Aid Program Committee in preparations for summer 2022 program.</li> <li>➤ Work with Pete to document and present a detailed timeline to the board by March meeting so that promotions and recruitment can be supported adequately.</li> <li>➤ Communicate with Deb (Neighbor to continue support of CBSAA as a potential licensee to the property. Report back on progress.</li> <li>➤ Coordinate "Volunteer Ranger" involvement &amp; support for camp &amp; document names/schedules.</li> </ul>	<b>Advisory Chairman:</b> Inactive / Vacant
<b>Council Liaison:</b> Inactive / Vacant	<b>Chairman / Past President:</b> None / Vacant	<b>Specific Sub-Committees:</b> Finance Committee Recruitment – Meet within 30 days Program Committee Recruitment to aid in planning /support Correspondence Committee Recruitment – Meet within 30 days	

h. Next Meeting & Calendar Review (*Secretary*) 1 Month = Week of 3/13 – 3/19 – Approved for Thursday MARCH 24<sup>th</sup> 2022.

3:00min

i. Conclusion of Meeting (*President*)

5:00min

**Total Scheduled Time:** 1hr:45min    **Start Time:** 7:00pm Est.    **End Time:** 8:50pm Est.    **Actual Time:** 1hr:50min.