

CAMP BARTON STAFF ALUMNI ASSOCIATION

MAY 16th, 2023—7:00PM EDT. START
EXECUTIVE COMMITTEE MEETING

MINUTES



A. Call to Order (President)

It is Tuesday May 16th, 2023, the time is 7:02 pm EDT, and the meeting of the CBSAA Executive Committee is now in session.

B. Roll Call / Attendance (Secretary)

Video or Audio 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 through 7/2023
SECRETARY	TREASURER	COUNCIL LIAISON	CBSAA HISTORIAN
<input checked="" type="checkbox"/> DJ Jones	<input checked="" type="checkbox"/> David Ludewig	<input type="checkbox"/> Vacant	(By-Law- Revisions Pending)
PROGRAM CHAIRMAN	MEMBERSHIP CHAIRMAN	RESOURCE CHAIRMAN	ADVISORY CHAIRMAN
<input type="checkbox"/> Tim Clive	<input checked="" type="checkbox"/> Kevin Gross	<input type="checkbox"/> Dave Carlson	<input checked="" type="checkbox"/> Mike Brown

Members Excused: 0 No Notification for Absence 2.

*Guests/Invited Attendee's Invited: None General Membership # in attendance = 7

C. Quorum (Vice President)

*It is noted that a quorum (is / is not) **IS** present for today's proceedings.

D. Opening Remarks (President)

2:00min (7:02pm)

1. General Comments & Introduction of guests (*if necessary*)
2. Notice of meeting procedures. – **Reviewed, President Reserves Right To Change Order**

E. Standard Business Items:

3:00min (7:05pm)

1. Modifications/additions/subtractions to 5.16.23 agenda (*Secretary*) **None**
 - i. **Motion** to approve New Business Items- Section F (*if necessary*) **None**
 - ii. **Motion** to approve 5.16.23 agenda **Motion** – Scott Stolte, 2nd Alan Dixon, No Obj., and No Abst.
2. Disputes/Additions/Subtractions/Approval of minutes from 3.7.23 (*Secretary*)
 - i. **Motion** to approve 3.7.23 minutes **Motion** – David Ludewig, 2nd Scott Stolte, No Obj., and No Abst.
3. CBSAA Financial Report (*Treasurer*)
 - i. **Motion** to approve March 2023 financial report
 - ii. **Motion** to approve April 2023 financial report
 - **No Questions Proposed**
 - **Motion** – Alan Dixon, 2nd Scott Stolte, No Obj., and No Abst.

F. OLD BUSINESS- Reporting & Updates:

20:00min

(7:05pm-7:25pm)

1. Officers:

- i. President
 - Baden-Powell Council Correspondence & Pertinent BSA Updates
 - ✓ Covert is reluctant to pay \$10,000 to Three Falls LDC
 - ✓ Bankruptcy – Moving on
 - Appointment / Recruitment of Remaining Board Positions
 - ✓ Review of Council Liaison Candidates & Communications
 - i. Previously identified candidate for Council Liaison- conflict of interest -serving the Three Falls LDC as legal counsel.
- ii. Vice President
 - Legal – **None**
 - By Laws - **Reponses are needed from current Executive Committee Members regarding Slate of Nominees for July Elections**
 - Alumni Weekend / Annual Meeting –
 - ✓ Dinner w/ Scouts & Scouters, Prices have been set, Evening Event TBD
 - ✓ Eventbrite Registration has been set up and launched
 - ✓ CBSAA will set up in Administration
 - ✓ Formal USPS Invitations have been sent to all registered members.
 - ✓ Additional Invitations to Municipalities - Pete indicates he will work with Bill Shaw to extend additional invites.
- iii. Treasurer
 - Finance Report - Funds currently in account will cover Summer Expenses 2023
 - Accounting – **Tax return ready within 2 weeks. Will share with Officers before sending off.**
 - Strategic Planning –**None**
- iv. Secretary
 - Association Records /Operations Housekeeping
 - ✓ **Google Calendar**
 - i. May 22 – Annual Budget Vote & Notice of Nomination Period to Membership
 - 1. Email to membership – Notice of Nomination Period through June 10th
 - ii. June 22 – Annual Budget Sent to Membership

2. Chairman:

- i. Finance
 - Chairman's Report / Committee Old Business Updates
 - ✓ Fundraising – Plaques – Ideas has come up to make a smaller plaque - accompanied by a flyer.
- ii. Correspondence
 - Chairman's Report / Committee Old Business Updates

- ✓ Communications Tracking – Email Distribution -705 contacts, Facebook Group - 336, Facebook Page- 26 Followers, IG- 90 Followers, Twitter- 1 Follower, Linked In- 137 Connections, YouTube- 7 subscribers.
- ✓ Suggestion for PowerPoint Presentation At Annual Meeting Highlighting our Communications
- ✓ Newsletter- Stalled- trying to build “staff”
- iii. Advisory
 - Chairman’s Report / Committee Old Business Updates – **None**
- iv. Membership
 - Chairman’s Report / Committee Old Business Updates
 - ✓ Database for Membership Work has been progressing
 - ✓ Website will contain donations tab and we can track where the money is coming from (donor trends)
 - ✓ Procedural Document for the membership database in the future is in the work’s
- v. Resource
 - Chairman’s Report / Committee Old Business Updates – **Not Present**
- vi. Program
 - Chairman’s Report / Committee Old Business Updates –
 - ✓ Camp Registration is up from last summer at this time, potentially on track for surpassing.

3. Senior Committee Members/Council Advisory:

- i. Immediate Past President **Vacant through 7/2023**
- ii. Council Liaison **Vacant**
 - ✓ Review of upcoming Council Executive Board Meeting Date – **Not Noted**
- iii. Chairman of the Board
 - ✓ Chairman’s Minute
 - i. Alan shares a story about Rod Serling visiting Camp and telling Stories.

G. NEW BUSINESS:

42:00min

(7:25pm-8:07pm)

1. Officers:

- i. President
 - New Business Report
 - ✓ Camperships / Per Discussion w/ Shannon- Deadline is April 30 – was not listed on council forms. Working to fix.
- ii. Vice President
 - New Business Report
 - ✓ Reports on order of Staff Mugs, Leaders Mugs, Generic Sale Mugs
 - ✓ CBSAA Purchased up front/ Itemized Invoiced Sent to Peter.
 - ✓ 2023 Marks the 45th Anniversary of Alan’s Turnips Softball Team – Plans in the works for something fun!
- iii. Treasurer
 - New Business Report
 - ✓ Plans to submit similar Annual Operations Budget to 2022-2023 – Will reach out to chairs for specifics.
 - ✓ Donations: Identified by Program Committee, Presented to EC – Not part of Operational Budget.
- iv. Secretary
 - New Business Report
 - ✓ Calendar – Confirmation that Board vetting procedure is internal & process for upcoming items reviewed.

2. Chairman:

- i. Finance Committee Chairman
 - New Business Report
 - ✓ Forfeits time
- ii. Correspondence Committee Chairman
 - New Business Report
 - ✓ Chi Sigma – New Form (*Tabled)
- iii. Advisory Chairman
 - New Business Report - **None**
 - ✓ Historians Minute –
 - i. Local box found on property – contains slide show/book – early 1900’s scouts from Iowa.
- iv. Membership Chairman
 - New Business Report
 - ✓ Unable to make alumni weekend – will coordinate stand in.
 - ✓ Membership committee meeting within next month.
- v. Resource Chairman
 - New Business Report – **Not present**
- vi. Program Chairman
 - New Business Report
 - ✓ Meeting tomorrow 5.17.23
 - ✓ No new business – Tim not present- nothing brought before the board.

Senior Board/Council Advisory:

- vii. Immediate Past President **Vacant through 7/2023**
- viii. Council Liaison **Vacant**
- ix. Chairman of the Board
 - Chairman’s Review – Alan has went to bed.

H. Other Approved New Business or Added Items:

- None

5:00min

I. Review of Task Assignments (Secretary) (Continued From 3.7.2023) *New Task Assignments To Be Noted in Minutes

1:00min

BLUE FONT – CONTINUED OLD BUSINESS TASKS NOT COMPLETED		RED FONT – NEW TASK ITEMS	
<u>President:</u> ➤ Cont. Correspondence w/ BPC Exec & Board ➤ Inquire for more detail from BPC regarding options for King Cabin ➤ Continued process of communication w/ municipalities regarding options to continue programming at Barton. ➤ Recruitment of Council Liaison for the CBSAA Board ➤ Camp Barton Usage Spreadsheet combined with Taughannock District, OA, CBSAA, & Campmasters ➤ Badges at Barton Budget	<u>Vice President:</u> ➤ Assist President w/ any delegated tasks. ➤ Prepare Operating Budget to Treasurer for VP Role ➤ Re-Inventory & Establish System for Temporary Merchandise Store until CBSAA Website can incorporate. ➤ Alumni/Reunion Weekend Planning ➤ By-Law Review & Revisions	<u>Secretary:</u> ➤ Minutes 5.16.2023 ➤ Schedule Next Meeting / Agenda ➤ Aid Program Committee w/ Summer Program Admin Efforts <u>Correspondence Chairman:</u> ➤ Resend Photo's to Group for Naming ➤ CBSAA Website ➤ Distribution of membership registration forms ➤ Newsletter Spring 1 st Edition ➤ Upkeep Social Media Promotions for Association and Camp Barton	<u>Treasurer:</u> ➤ Continue developing & documenting submitted operational expenses from other board members- reminders/obtain them from those who have not submitted. ➤ Monthly Finance Report ➤ 2022 Tax Filing <u>Finance Chairman:</u> ➤ Finance Committee Meetings Etc..
<u>Program Chairman:</u> ➤ Program Committee Meetings ➤ Badges @ Barton Coordination & Efforts ➤ Support of Summer Cub Adventure Weekend ➤ Submit Operating Budget to Treasurer for Program Chairman Role ➤ Revised Camp Barton Logo ➤ Staff Recruitment Process ➤ Badges at Barton Promotional Documents	<u>Membership Chairman:</u> ➤ Work w/ secretary to further advance the membership application process, statistical collection process, and formally begin website process w/ secretary ➤ Recruit and Begin to Conduct / Schedule Membership Committee Meetings.	<u>Resource Chairman:</u> ➤ Recruit and Begin to Conduct / Schedule Advisory Committee Meetings.	<u>Advisory Chairman:</u> ➤ Upkeep of Badges HTML for summer program. ➤ Continue to be eyes and ears for local council communications and concerns. ➤ Continued Historical Cataloging ➤ Recruit and Begin to Conduct / Schedule Advisory Committee Meetings.
<u>Council Liaison:</u> Vacant	<u>Chairman of the Board</u> ➤ Contact & Communicate w/ Alumni in order promote membership growth.	<u>Immediate Past President</u> Vacant	<u>Specific Sub-Committees/Task Groups:</u> None Currently Active

BLUE FONT – CONTINUED OLD BUSINESS TASKS NOT COMPLETED **RED FONT – NEW TASK ITEMS****J. Calendar Review & Next Meeting Scheduling (Secretary) 1 Month = Week of 6/19-6/23**June 13th – 2023

1:00min

1. Upcoming events at Camp Barton:

- ✓ June 10 – Camp Set Up Day
- ✓ July 8 – Beaver Day
- ✓ July 17 – Staff Week Begins
- ✓ July 21 – 1st Day of Badges At Barton

2. Upcoming CBSAA annual operational tasks:

- ✓ TBD - Nominating Committee Assembled (Select Board & Appointed Positions)
- ✓ May 22 - CBSAA Annual Budget Vote & Notice of Nomination Period to Membership
- ✓ June 10 - Membership Nomination Deadline
- ✓ June 22 - Annual Budget Presented to the Membership
- ✓ June 24 - Board Vetting of Membership Nominations / Board Nominations Slate Vote
- ✓ July 1 - Slate of Nominations to General Membership w/ Proxy Voting Instructions
- ✓ July 8 - Official Membership Notice of Annual Meeting
- ✓ July 15 - Proxy Voting Deadline
- ✓ July 22 - CBSAA Annual Meeting & Elections / Annual Budget Vote

- Motion to Approve Calendar/ Proposed Calendar Modifications/ Revisions (Secretary)
 - ✓ Motion- Kevin Gross- 2nd, David Ludewig, No Obj., and No Abst.

K. Conclusion of Meeting (President)

1:00min

- ✓ Motion to Adjourn (President)
 - ✓ Motion- Scott Stolte, 2nd Mike Brown, No Obj. and No Abst.

Total Scheduled Time: 1hr: 15min Start Time: 7:02pm End Time: 8:37pm Actual Time: 1hr:35min