



# CAMP BARTON STAFF ALUMNI ASSOCIATION

OCTOBER 11<sup>TH</sup>, 2022—7:00PM EST. START

## EXECUTIVE BOARD MEETING

### MINUTES



#### a. Call to Order (President)

It is **Tuesday October 11<sup>th</sup>, 2022**, the time is **7:04pm**, and the meeting of the CBSAA Executive Board is now in session.

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

Recording Initiated ☒

CHAIRMAN OF THE BOARD	PRESIDENT	VICE PRESIDENT	IMMEDIATE PAST PRESIDENT
<input 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 checked="" type="checkbox"/> Tim Clive	<input checked="" type="checkbox"/> Kevin Gross	<input type="checkbox"/> Dave Carlson	<input checked="" type="checkbox"/> Mike Brown

Quorum Present - 1 Excused, 1 No Notification for Absence

Guest Attendee's: None

#### c. Opening Remarks (President)

2:00min (7:02pm)

1. General Comments & Introduction of guests (if necessary)
  - i. *None- Right into Standard Business Items*
2. Reminders for meeting procedures.

#### d. Standard Business Items:

3:00min (7:05pm)

1. Modifications/additions/subtractions to 10.11.22 agenda (Secretary)
  - i. Motion to approve New Business Items- Section F (if necessary) - *None*
  - ii. Motion to approve 10.11.22 agenda – *S. Stolte (Motion) - 2<sup>nd</sup> – D. Ludewig – No Obj. – No Abst.*
2. Disputes/Additions/Subtractions/Approval of minutes from 9.6.22 (Secretary)
  - i. Motion to approve 9.6.22 minutes - *D. Ludewig (Motion) – 2<sup>nd</sup> T. Clive – No Obj. – No Abst.*
3. CBSAA Financial Report (Treasurer)
  - i. Motion to approve 9.2022 financial report – *S. Stolte (Motion) – 2<sup>nd</sup> T. Clive – No Obj. No Abst.*

#### e. OLD BUSINESS- Reporting & Updates:

20:00min

(7:05pm-7:25pm)

##### 1. Officers:

##### i. President

- Council / Pertinent Scouting Updates
  - *Property Status – McGuire made offer for whole camp – not enough \$\$*
  - *Municipalities are moving slowly and organizing slowly / Covert continues to balk*
  - *Items regards sale/offer/negotiations not likely until after summer 2023*
- Review of Sept 19<sup>th</sup> BPC Executive Board Meeting
  - *Noticeable shift in board view on Camp Barton*
  - *Favorable response to 2022 Summer Program and CBSAA Efforts*
  - *New President / New Members & Changed Representation*
  - *Gifts presented to council by CBSAA and recognition of D. Carlson*
- Appointment / Recruitment of Remaining Board Positions
  - Review of Council Liaison Candidates & Communications
    - *Pete had discussions w. Mike Loehr who has too many other commitments however it was suggested that we inquire with his brother Jamie Loehr who is a recently retired physician local to Ithaca. Pete will continue these discussions. Other candidates yet to be contacted are Jamie Saroka, Patrick Mercer, Richard Vaughn*

##### ii. Vice President

- Legal
  - *2022-2023 Annual Articles of Incorporation/ Fee's- Renewed / Donation by S. Stolte noted.*

##### iii. Treasurer

- Strategic Planning
  - *Arranging meeting for Strategic Planning via the Finance Committee to occur before next meeting. No other updates*

##### iv. Secretary

- Communications
  - Use of Google Workspace / Board Email Accounts
    - *Asking all board members to use @bartonstaffalumni.org email addresses for CBSAA communication moving forward.*
    - *Any help needed in activating these email accounts is available. Password & log in info has been email to personal address at this time.*

##### 2. Chairman:

##### i. Finance Committee Chairman

- Finance Committee Development Update
  - *Finance Committee meeting planned for October 27<sup>th</sup>*
  - *Members recruited –William Mack, Brian Shankey, Jeff Smith & Invited Board Members*
- Fundraising & Accounting
  - *Photo Plaque Idea – well received, however gifts of \$500 + that have previously been received to the CBSAA should be gifted this plaque once finalized (T. Poleman, T. Hills, S. Walker, D. Hanselman etc...)*

- ii. Correspondence Committee Chairman
  - Correspondence Committee Development Update
    - Recruitment Ad Distributed – Have secured several volunteers for help with management of social media accounts.
      - i. Thaddeus Heinz – Instagram and Graphic Design work for newsletter
      - ii. Justyn Gandy – SnapChat account development and management (Video and Visual Promotions)
      - iii. Dan Comisi – Editorial help with CBSAA newsletter.
    - Newsletter process
      - i. Developing Template, Vote on the naming of the newsletter.
        - 1. Plan to host a contest to submit names & do a vote – winner gets a gift/recognition.
      - ii. Frequency – suggestion for quarterly newsletter.
- iii. Advisory Chairman
  - Advisory Committee Development Update
    - No report regarding Advisory specifically
    - Badges at Barton HTML Webpage – 2023 updates have been placed, and 2022 has been shifted to remain accessible.
  - Historian
    - No report on status of appointment
- iv. Membership Chairman
  - Membership Committee Development Update
    - No committee development update
    - Notes that he is in process of relocating to Long Island – Lots of family obligations currently
  - Membership Recruitment Update
    - Since July meeting 19 new members – total registered members is now 94
    - Responses to new membership categories – 1 (L. Stoll to register brother posthumously)
    - A lot of people involved that have not formally registered as members
- v. Resource Chairman
  - Resource Committee Development Update
    - Not present – No report submitted. Pete note's that process of relocating back to Florida around this time.
- vi. Program Chairman
  - Program Committee Development Update
    - 1<sup>st</sup> committee meeting – October 19<sup>th</sup> 8:00pm – will report at next board meeting or sooner via email.
    - Volunteers include (Mike Amante, David Jones, Mark Fish, David Gross, Mike Homrighaus) & invited board members
    - Discussions with Graph-Tex (*Cortland NY*) for new branding ideas for Badges at Barton and for Camp Barton
  - Report on September 14<sup>th</sup> joint Meeting w/ BPC Camping Committee
    - Summary- CC is promotions committee that isn't functioning
    - Communications are not being reciprocated. Will keep operating with SOP for promotions with them.
  - Cub Weekend Communications
    - No movement – unable to reach Mike Homrighaus
  - Council Website, Badges At Barton Webpage, Facebook, Instagram – 2023 Updates
    - Website –Teaser has been added. BB Webpage has been updated to reflect teaser, Teaser out on Council Facebook page. Volunteer pages updated, - No update on the BPC Link as of today.
  - Council Calendar
    - No dates for Camp Barton currently reflected \*Kevin suggested calendar is likely tied to Black Pug- will likely need events added/created to show it reflected on the calendar.

\*\*VP-Scott Stolle has to leave meeting at this time.

### 3. Senior Board/Council Advisory:

- i. Immediate Past President *Vacant through 7/2023*
- ii. Council Liaison *Vacant*
  - BPC Board Report / Update
- iii. Chairman of the Board - *Not present / No Report*

## f. NEW BUSINESS:

### 1. Officers:

- i. President
  - *No New Business*
- ii. Vice President
  - 2023 Reunion / Annual Meeting – Stolle & Scott Walker will serve as coordinators for alumni events.
  - *Save the Date Sent/ Posted - No other updates*
- iii. Treasurer
  - *No New Business*
- iv. Secretary
  - *No New Business*

### 2. Chairman:

- i. Finance Committee Chairman
  - *No New Business*
- ii. Correspondence Committee Chairman
  - *No New Business*
- iii. Advisory Chairman

**55:00min**

(7:25pm-8:20pm)

- Historians Minute - **Scanned Images Review**
  - Presents facts/info about origins of councils/merging from CNY through present times/ Camp Woodland
- iv. Membership Chairman
  - Membership Recruitment Ad – **Presented to Board & Reviewed – No Concerns**
  - Revised Membership Registration Form – **Presented to Board & Reviewed – No Concerns**
- v. Resource Chairman
  - **Not present / No Updates**
- vi. Program Chairman
  - Badges At Barton 2023
    - Staff Advisor Update – **Matt Bull until new Professional Program Director hired**
    - Badges At Barton/ Camp Barton “Branding” – **Tim Clive is working with Graph-Tex (Cortland)**
    - 2023 Staffing Process – **Ad to be created & distributed on all platforms, Phone calls to start occurring.(DJ)**
    - Post Camp Evaluation Summary – **Report will be finalized in next few days and distributed for review (DJ)**
    - Preparatory Timelines – **To be established further with Program Committee**
  - Cub Weekend 2023 - **Not Covered**

#### **Senior Board/Council Advisory:**

- vii. Immediate Past President ***Vacant through 7/2023***
- viii. Council Liaison ***Vacant***
  - Date of Next Council Board Meeting – **Information not available**
- ix. Chairman of the Board – **Not present / No Report**

#### **g. Other Approved New Business or Added Items:**

**5:00min**

- 1. **None**

#### **h. Review of Task Assignments (*Secretary*) (*Continued From 9.6.2022*) ***\*New Task Assignments To Be Noted in Minutes*****

**1:00min**

<b><u>BLUE FONT</u> – CONTINUED OLD BUSINESS TASKS NOT COMPLETED</b>		<b><u>RED FONT</u> – NEW TASK ITEMS</b>	
<b><u>President:</u></b> ➤ Cont. Correspondence w/ BPC Exec & Board ➤ Development / Review of Operating Budget to Treasurer for President Role ➤ Inquire for more detail from BPC regarding options for King Cabin ➤ Continued process of communication w/ municipalities regarding options to continue programing at Barton. ➤ Recruitment of Council Liaison for the CBSAA Board ➤ Continued effort to secure Camp Ranger	<b><u>Vice President:</u></b> ➤ Assist President w/ any delegated tasks. ➤ Prepare Operating Budget to Treasurer for VP Role ➤ Will assist Secretary with recruitment and startup of Newsletter “staff” ➤ Re-Inventory & Establish System for Temporary Merchandise Store until CBSAA Website can incorporate. ➤ Alumni/Reunion Weekend Planning	<b><u>Secretary/Correspondence:</u></b> ➤ Distribution of membership registration forms ➤ Aid Program Committee w/ Summer Program Admin Efforts ➤ Minutes 10.611.2022 ➤ Schedule November Meeting ➤ Membership Demographic Data ➤ CBSAA Website ➤ Begin Newsletter process ➤ Upkeep Facebook and Instagram ➤ Staff Ad- Badges 2023 ➤ 2022 Review Report/Distribution	<b><u>Treasurer/Finance:</u></b> ➤ Continue developing & documenting submitted operational expenses. ➤ Monthly Finance Report ➤ Draft Fundraising Letter to 18k commitment for review in case we need it. ➤ 2021-2022 Tax Filing ➤ Strategic Planning Meeting Coordination w. Pete
<b><u>Program Chairman:</u></b> ➤ Recruit and Begin to Conduct / Schedule Program Committee Meetings ➤ Badges @ Barton Coordination & Efforts ➤ Support of Cub Resident Camp ➤ Submit Operating Budget to Treasurer for Program Chairman Role ➤ Badges At Barton Logo ➤ Camp Barton Logo ➤ Staff Recruitment Process	<b><u>Membership Chairman:</u></b> ➤ Work w/ secretary to further advance the membership application process, statistical collection process, and formally begin website process w/ secretary ➤ Schedule Meeting w/ CBAA regarding the CBAA and its future w/ CBSAA. ➤ Recruit and Begin to Conduct / Schedule Membership Committee Meetings.	<b><u>Resource Chairman:</u></b> ➤ Aid Program Committee in preparations for summer 2023 program. ➤ Recruit Members and Begin to Conduct / Schedule Resource Committee Meetings.	<b><u>Advisory Chairman:</u></b> ➤ 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.
<b><u>Council Liaison:</u></b> <b><i>Vacant</i></b>	<b><u>Chairman of the Board</u></b> Contact & Communicate w/ Alumni in order promote membership growth.	<b><u>Immediate Past President</u></b> <b><i>Vacant</i></b>	<b><u>Specific Sub-Committees:</u></b>

#### **i. Calendar Review & Next Meeting Scheduling (*Secretary*) 1 Month = Week of 11/7-11/11 ***November 17<sup>th</sup>, 2022 @ 8:00pm.*****

**1:00min**

##### **1. Review of additionally scheduled upcoming events:**

- i. **None**

##### **2. Long Term Calendar Dates:**

- i. CBSAA Annual Meeting 2023– **Saturday August 5<sup>th</sup> 2023**
  - Motion to Approve Calendar/ Calendar Revisions - Motion by D. Jones – 2<sup>nd</sup> by K. Gross – No Obj/No Abs.

#### **j. Conclusion of Meeting (*President*)**

- Motion to Adjourn – **No Obj/No Abs.**

**3:00min**

**Total Scheduled Time: *1hr: 30min*    Start Time: *7:04pm*    End Time: *8:56pm*    Actual Time: *1hr: 52min***