



CAMP BARTON STAFF ALUMNI ASSOCIATION

OCTOBER 11TH, 2022—7:00PM EST. START

EXECUTIVE BOARD MEETING



MINUTES

a. Call to Order (President)

It is Tuesday October 11th, 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 type="checkbox"/> Scott Stolte | <input type="checkbox"/> Vacant through 7/2023 |
| SECRETARY | TREASURER | COUNCIL LIAISON | CBSAA HISTORIAN |
| <input checked="" type="checkbox"/> DJ Jones | <input 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 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)** – 2nd – 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)** – 2nd T. Clive – No Obj. – No Abst.
3. CBSAA Financial Report (Treasurer)
 - i. Motion to approve 9.2022 financial report – **S. Stolte (Motion)** – 2nd 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 slowing and organizing slowly / Covert continues to baulk
 - Items regards sale/offer/negotiations not likely until after summer 2023
 - Review of Sept 19th 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 27th
 - 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
 - 1st committee meeting – October 19th 8:00pm – will report at next board meeting or sooner via email.
 - Volunteers include (Mike Amante, David Jones, Mark Fish, David Gross, Mike Homrigaus) & invited board members
 - Discussions with Graph-Tex (*Cortland NY*) for new branding ideas for Badges at Barton and for Camp Barton
- Report on September 14th 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 Homrigaus
- 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 Stolte 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:

55:00min

(7:25pm-8:20pm)

1. **Officers:**

- i. President
 - No New Business
- ii. Vice President
 - 2023 Reunion / Annual Meeting – Stolte & 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

- 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

BLUE FONT – CONTINUED OLD BUSINESS TASKS NOT COMPLETED RED FONT – NEW TASK ITEMS

| | | | |
|--|--|---|---|
| <u>President:</u> ➤ 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 | <u>Vice President:</u> ➤ 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 | <u>Secretary/Correspondence:</u> ➤ 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 | <u>Treasurer/Finance:</u> ➤ Continue developing & documentin 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 |
| <u>Program Chairman:</u> ➤ 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 | <u>Membership Chairman:</u> ➤ 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. | <u>Resource Chairman:</u> ➤ Aid Program Committee in preparations for summer 2023 program. ➤ Recruit Members and Begin to Conduct / Schedule Resource 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> <i>Vacant</i> | <u>Chairman of the Board</u> Contact & Communicate w/ Alumni in order to promote membership growth. | <u>Immediate Past President</u> <i>Vacant</i> | <u>Specific Sub-Committees:</u> |

i. Calendar Review & Next Meeting Scheduling (Secretary) 1 Month = Week of 11/7-11/11 November 17th, 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 5th 2023

- Motion to Approve Calendar/ Calendar Revisions - Motion by D. Jones – 2nd by K. Gross – No Obj/No Abs.

j. Conclusion of Meeting (President)

- Motion to Adjourn – No Obj/No Abs.

3:00min

Total Scheduled Time: Ihr: 30min Start Time: 7:04pm End Time: 8:56pm Actual Time: Ihr: 52min