

# CAMP BARTON STAFF ALUMNI ASSOCIATION



MARCH 7<sup>th</sup>, 2023—7:00PM EST. START  
EXECUTIVE COMMITTEE MEETING

## MINUTES

### A. Call to Order (President)

It is **Tuesday March 7<sup>th</sup>, 2023**, the time is **7:02pm**, 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 checked="" type="checkbox"/> Tim Clive	<input checked="" type="checkbox"/> Kevin Gross	<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> Mike Brown

Members Excused: 0 Notification of Absence 0 No Show 2

\*Guests/Invited Attendee's Invited: General Membership Notified per By-Laws.

### 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)

- General Comments & Introduction of guests (if necessary)
  - Guests attending : Mike Stoll, Mike Catalano, Matt Slimowicz, Ruth Keagle, Ben Brown
- Notice of meeting procedures. – Presented by Peter.

### E. Standard Business Items:

3:00min (7:05pm)

- Modifications/additions/subtractions to 3.7.23 agenda (Secretary) – None presented prior or at this time
  - Motion to approve New Business Items- Section F (if necessary). None
  - Motion to approve 3.7.23 agenda Motion- Alan Dixon, 2<sup>nd</sup> Scott Stolte – No Obj – No Abst
- Disputes/Additions/Subtractions/Approval of minutes from 1.16.23 (Secretary) -None presented prior or at this time
  - Motion to approve 1.16.23 minutes Motion- David Ludewig 2<sup>nd</sup> Alan Dixon – No Obj. – No Abst
- CBSAA Financial Report (Treasurer)
  - Motion to approve January 2023 financial report
  - Motion to approve February 2023 financial report
    - Motion is noted as Combined for January & February – Motion- Scott Stolte- 2<sup>nd</sup> Alan Dixon- No Obj – No Abst.

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

20:00min

(7:05pm-7:25pm)

#### 1. Officers:

##### i. President

- Baden-Powell Council Correspondence & Pertinent BSA Updates
  - ✓ Town of Covert upcoming meeting on 3/13 – Communications from Bill Shaw & Deb Knotke
    - Baulking @ \$10,000.00 startup municipality contribution – May vote to withdraw from future corporation.
    - Not necessarily a bad thing as Ulysses & Trumansburg remain invested. No serious concerns.
  - ✓ Rifle Range Discussions w. Brad Grainger – company doing abatement is still on top of fixing the area back up & ready for camp.
  - ✓ Council has stated that nothing will happen until the development corporation is formed and an agreement is in place unless the council steps into maintain the license on a temporary basis. They have stated that if they had to they would. It will not happen this year.
  - ✓ Frontenac Creek Bridge – no construction will occur this year.
  - ✓ Council is willing to work with municipalities on water right away.
- Appointment / Recruitment of Remaining Board Positions
  - ✓ Review of Council Liaison Candidates & Communications
    - Communications have started with Bill Shaw – nothing confirmed – Peter will continue discussions
    - No other candidates communicated with (Jamie Saroka/ Marc Salino)
  - ✓ Review of Resource Chairman Candidates & Communications
    - Dave Carlson has rescinded his Executive Committee Resignation - Ex-Wife Health Decline – Will not be going on Appalachian Trail – is seeking to stay in NY (working with BPC) – staying at camp indefinitely..

##### ii. Vice President

- Legal - None
- Alumni Weekend / Annual Meeting - July 21-23 / July 22
  - ✓ Scott Walker & Scott propose similar format of last Summer / Shorter Meeting / Elections
    - Saturday Evening event may need to be in Trumansburg because council was informed of our event in Sidney Winter Lodge which included beer and wine. – Further discussion needed on event with council. We would prefer to stay in camp.
  - ✓ Peter – proposed idea of eating with troops based off of previous discussions held following summer 2022.
    - Scott- set price for meal – less than \$30 – meal would be in house w/ attendees.
    - If there is room, based on attendee –
      - Plan A to eat with attendees.
      - Plan B – Rent Tent / Eat Outside Sidney Winter / Catered from Little Venice
        - VOTE** – Topic – Alumni Dinner— PLAN A with Fall Back If Necessary to PLAN B
          - In Favor of Eating with Attendees for “Banquet” on the condition of an improved, bulked up, & stepped up menu for all.  
❖ In Favor 3 - Opposed 2 – **PASSED**

- iii. Treasurer
    - Outgoing Donations by the CBSAA - Question – should they be accompanied by a personalized letter.
      - ✓ Dave notes example of William Wright Memorial & a letter to correspond to this particular donation.
      - ✓ Moving forward it should be standard practice to accompany donations with personalized letters utilizing individuals who know the particulars.
    - Merchandise Review
      - ✓ Staff Shirts – part of Program Budget for 2023.
      - ✓ Question- what is the agenda for the CBSAA merchandise inventory we have?
        - i. Pete – Use Merch as Giveaways , Sell in Trading Post
        - ii. Scott – going to ship remaining inventory back up to camp.
          - 1. New Merchandise – Polo Shirts etc... Marketed as Pre-Sales.
          - 2. Scott will be doing this soon... David L. Question – how much startup cost do we need?
            - i. Depends on pre-order status.
          - 3. DJ – suggests in future we have items available for pre-order on Website.
    - Strategic Planning - None
  - iv. Secretary
    - Association Records /Operations Housekeeping
      - ✓ Report Submitted – One Comment – Google Calendar is shared between all domains users information should already be in there however you can also subscribe to the secretary’s calendar.
2. **Chairman:**
- i. Finance
    - Chairman’s Report / Committee Old Business Updates
      - ✓ None
  - ii. Correspondence
    - Chairman’s Report / Committee Old Business Updates
      - ✓ Report Submitted – no questions noted
      - ✓ Website Update – Mark Travis has started building the internal working mechanisms, and is framing out everything and has a basic look to it. Draft website is shown at this time.
  - iii. Advisory
    - Chairman’s Report / Committee Old Business Updates- Not Present, No report submitted prior to meeting
  - iv. Membership
    - Chairman’s Report / Committee Old Business Updates
      - ✓ Report Submitted - Master Alumni Excel Database shared with DJ and Kevin. Kevin reports that he is now building a database that will have increased function to it for extracting data that can be useful to the organization. Process will take a few months but is started and will update accordingly.
  - v. Resource *Vacant*
  - vi. Program
    - Chairman’s Report / Committee Old Business Updates
      - ✓ DJ Jones speaking on behalf of Tim Clive
        - i. Service Weekends have been posted and promoted by council April 15, June 10, July 8
        - ii. Cub/OA Weekend – Mike Homrighaus continues to work with OA to hash out details, finalizing theme, and is planning to send out promotional materials. Nothing to date.
          - 1. Question- #’s for OA – we were told high number would be 150 persons –
        - iii. Since last committee meeting:
          - 1. Marc Salino announced as Camp Director
          - 2. Committee continues to contact alumni to inquire about help for 2023
          - 3. Current 80% retention rate in volunteers from 2022 to 2023 at this time.
          - 4. Facilities - Boat House Roof, Walk In Freezer, Ice Machine all in progress
          - 5. Program inventories are being collected by volunteers between now and end of April
          - 6. Program awareness is reaching greater distances than anticipated thus far and registration numbers are good for the duration that registration has been made available.
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 conducted.
  - iii. Chairman of the Board
    - ✓ Chairman’s Minute -
      - i. Alan, previous to the meeting shared the history of Chi Sigma, the honors fraternity started by Sam Bogan in 1922. He reads some of this information to us this evening. It is greatly appreciated by the committee members and guests present.
      - ii. Kevin notes that Marc Salino has recently donated a Chi Sigma Gavel to Mike Brown

## G. **NEW BUSINESS:**

- 1. **Officers:**
  - i. President
    - New Business Report
      - ✓ None

**42:00min**  
(7:25pm-8:07pm)

- ii. Vice President
  - New Business Report
    - ✓ As we approach the Annual Meeting we need to review the By-Laws in preparations of upcoming elections.
    - ✓ Scott asks that all Executive Committee Members correspond with him before next meeting of their intentions regarding the next term with any of the following:
      - i. Intent to continue in current capacity
      - ii. Intent to run for new position
      - iii. Intent to not return to committee and end term.
    - ✓ Question- D. Ludewig on specifics of term transitions – Pete Notes- Fiscal & Administrative Years are Staggered
      - i. New terms will start October 1

- iii. Treasurer
  - New Business Report
    - ✓ Question about 4k CBSAA contribution to BPC for Badges at Barton.
      - i. Pete – Explanation of allocation of the 4k – and recommendation to table decision to spend through next meeting.
        - 1. 4k can be built on additional project sale donations or contributed in lump sum to council. Needs further discussion before action to spend is approved
          - \*Noted that Marc Salino (Camp Director) has joined the call at this time.
      - ii. Question – DJ about financial needs of the camp beyond the 4k that the council may balk at but are critical for the program
        - 1. These items will be considered project sale by the CBSAA.
    - ✓ Finance Committee Meeting Topic – Commemorative Plaques as Fundraising Project
      - i. Plan is to sell these with the help of Jeff Smith as the laborer
      - ii. Single Plaque with standard grouping of Camp Barton Photos, and a select set of photos that are swapped out for certain individuals and a customized brass plaque.
      - iii. Flyer to promote these is in the works and the committee anticipates on selling 10-12 of these
    - ✓ Fundraising Letter Follow Up:
      - i. Donations received to date are approx. \$5,000.00 since the letter was sent out in early February.
      - ii. Donation Letters at a certain amount are going to receive a phone call- Alan Dixon has agreed to make the calls on behalf of the association. – Scott suggests \$500.00 and above receive a call.
    - ✓ Recommendations for procedure on community relations for the CBSAA
      - i. Contacts have been provided to the secretary.
      - ii. David plans to outline some CBSAA stories that could be used for community promotions for the association.
        - 1. Peter – agrees with contact list. Approval for communications is in by-laws.
        - 2. Scott – a nice Ithaca Journal on the CBSAA this summer would be ideal
          - a. Fred Schule may be able to help get this off the ground – David will work on this as follow up.

- iv. Secretary
  - New Business Report
    - ✓ None

## 2. Chairman:

- i. Finance Committee Chairman
  - New Business Report
    - ✓ Already Presented under New Business / Treasurer.
- ii. Correspondence Committee Chairman
  - New Business Report
    - ✓ Chi Sigma Idea / Proposal for Membership Recognition is brought to the committee & presented in report.
    - ✓ Overall reception is positive and we will check with outside organizational uses of the name currently to avoid any use conflicts.
    - ✓ DJ will work with Kevin on formal process of criteria and nominations and will begin with posthumous nominees to present for the executive committee at a future meeting.
- iii. Advisory Chairman
  - New Business Report -Not Present, No report submitted prior to meeting
    - ✓ Historians Minute – None
- iv. Membership Chairman
  - New Business Report
    - ✓ Still trying to expand the committee in order to be able to start conducting meetings.
    - ✓ Suggestions from the committee are Gretchen Gross 2010-2019, and the Loehr brothers from the early 1970's
- v. Resource Chairman *Vacant*
- vi. Program Chairman
  - New Business Report
    - ✓ Next Meeting – March 22<sup>nd</sup>
    - ✓ Badges At Barton Updates:
      - i. Report Submitted for Review Key Updates Are:
        - 1. Core Staff Remaining needs – Health Officer, Shooting Sports, and Lifeguards.
        - 2. Review of Registration – Current 53 Registrants – 32 Scouts / 19 Leaders – Registration open for 20 days.
        - 3. Nearly 300 alumni have received letters from the CBSAA
          - a. Need to push Avenue that alumni can be on staff even if they can't be at camp.
        - 4. Academy Merit Badge #'s are growing based on continued volunteer commitments
        - 5. Ben Brown has stepped forward to help with coordination of the Trail to Eagle Program
        - 6. Ruth Keagle is likely going to take on the role of Specialized Program Coordinator for the summer
        - 7. Specialized programs are gaining registrations
          - a. Currently waiting on Staff Commitments for Jet Ski, Watersports

8. Program Equipment Needs will be critical to upholding the quality.
  - a. Council is behind us with startup costs.
  - b. CBSAA may be called upon to project sale for others.
9. Peter Notes that for 2024 the Registration Platform for Volunteers will need to change as MB counselors may not be permitted to do overnight camp with Scouts and must be registered as an Adult Leader. – This topic is tabled for review.

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

- i. Immediate Past President *Vacant through 7/2023*
- ii. Council Liaison *Vacant*
- iii. Chairman of the Board
  - Chairman's Review / Thoughts/ Considerations –

✓ Alan expresses thanks to our guests and to the committee for the continued positive efforts and ground we are making.

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

**5:00min**

1. **None**

**I. Review of Task Assignments** (Secretary) *(Continued From 1.16.2023)* \*New Task Assignments To Be Noted in Minutes

**1:00min**

**BLUE FONT – CONTINUED OLD BUSINESS TASKS NOT COMPLETED**

**RED FONT – NEW TASK ITEMS**

<b>President:</b> ➤ 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 ➤ Continued effort to secure Camp Ranger ➤ Camp Barton Usage Spreadsheet combined with Taughannock District, OA, CBSAA, & Campmasters ➤ Badges at Barton Budget	<b>Vice President:</b> ➤ 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	<b>Secretary:</b> ➤ Minutes 3.7.2023 ➤ Schedule Next Meeting / Agenda ➤ Aid Program Committee w/ Summer Program Admin Efforts  <b>Correspondence Chairman:</b> ➤ Resend Photo's to Group for Naming ➤ CBSAA Website ➤ Distribution of membership registration forms ➤ Newsletter Spring 1 <sup>st</sup> Edition ➤ Upkeep Social Media Promotions for Association and Camp Barton	<b>Treasurer:</b> ➤ Continue developing & documenting submitted operational expenses from other board members- reminders/obtain them from those who have not submitted. ➤ Monthly Finance Report ➤ 2021-2022 Tax Filing  <b>Finance Chairman:</b> ➤ Finance Committee Meetings Etc..
<b>Program Chairman:</b> ➤ 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	<b>Membership Chairman:</b> ➤ 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.	<b>Resource Chairman:</b> Vacant	<b>Advisory Chairman:</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>Council Liaison:</b> Vacant	<b>Chairman of the Board</b> ➤ Contact & Communicate w/ Alumni in order promote membership growth.	<b>Immediate Past President</b> Vacant	<b>Specific Sub-Committees/Task Groups:</b> None Currently Active

Calendar Review & Next Meeting Scheduling (Secretary) 1 Month = Week of 4/3-4/7 or 2 Months = Week of 5/8-5/1

**TUESDAY MAY 16<sup>th</sup> 2023 7:00pm Est.**

**1:00min**

1. **Upcoming events at Camp Barton:**

- ✓ April 15 – Spring Clean Up Day
- ✓ May 6-7 - Spring Cub Adventure Weekend
- ✓ May 12 – 15 Otahnagon Lodge Spring Fellowship Weekend
- ✓ June 10 – Camp Set Up Day
- ✓ July 8 – Beaver Day
- ✓ July 17 – Staff Week Begins
- ✓ July 21 – 1<sup>st</sup> 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) - **Item Skipped**

**J. Conclusion of Meeting** (President)

**1:00min**

- ✓ Motion to Adjourn (President) Motion- Scott Stole, 2<sup>nd</sup>. DJ Jones – No Obj. – No Abst.

**Total Scheduled Time:** 1hr: 15min **Start Time:** 7:02pm **End Time:** 8:36pm **Actual Time:** 1hr: 34min