



CAMP BARTON STAFF ALUMNI ASSOCIATION

MARCH 24TH, 2022—7:00PM EST. START

EXECUTIVE BOARD MEETING

MINUTES



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	CBSAA Historian
<input checked="" type="checkbox"/> DJ Jones	<input checked="" type="checkbox"/> David Ludewig	<input type="checkbox"/> Vacant	(By-Law- Revisions Required)
PROGRAM CHAIRMAN	MEMBERSHIP CHAIRMAN	RESOURCE CHAIRMAN	ADVISORY CHAIRMAN
<input checked="" type="checkbox"/> Jeff Smith	<input checked="" type="checkbox"/> Kevin Gross	<input checked="" type="checkbox"/> Dave Carlson	<input type="checkbox"/> Mike Brown

Guest Attendee's: Mike Brown.

b. Opening Remarks (President)

2:00min (7:02pm)

- i. Explanation of Meeting Initial Steps / Welcome Mike Brown

c. Standard Business Items:

5:00min (7:07pm)

1. Final motion for modifications/additions/subtractions to 3.24.22 agenda (Secretary)
 - i. None - Motion to Approve S. Stolte- 2nd by D. Ludewig
2. Disputes/Additions/Subtractions/Approval of minutes from 2.17.22 (Secretary)
 - i. None - Motion to Approve S. Stolte- 2nd by D. Ludewig
3. CBSAA Financial Report (Treasurer) (4min)
 - i. Increase of 3k in bank account from last month
 - ii. Reminder fiscal year ends July 1st 2022
 - iii. Delaying Interest Commitment until more progress is established w. NYS potential future sale
 - Earliest payment would be
 - iv. Review of Badges @ Barton / Cub Resident Camp Financials
 - v. None Motions for revisions to Financial Report – Motion to Approve S. Stolte – 2nd by A. Dixon

(1min)

d. Old Business- Reporting & Updates:

30:00min

(7:07pm-7:37pm)

1. Officers:

i. President (6min)

- Properties Updates
 - a. Both properties are under contract
 - b. Encouraging words from L. Murphy about keeping use of Camp Barton for scouting from the council board level –as part of deal with municipalities
 - c. All 3 municipalities have signed on to licensee agreement – hopeful for council to follow-suit.
- Appointment / Recruitment of Remaining Board Positions
 - a. President- Move to executive session: Start at 16min 34sec of meeting
 - b. P. O'Connell – entertain motion to appoint Mike Brown as Advisory Chairman
 - i. S. Stolte- motion – Unanimous all in favor / No oppositions

ii. Vice President (2min)

- Legal & 501C3
 - a. IRS Letter Received 501C Private Foundation / Corporation.
 - b. Letter Received by 3.14.22 / Actual date approved 3.2.22
 - i. Note- during pendency any monies received as donation are inclusive of tax deductible status.
 - ii. Note of topic regarding letters for donations over \$250.00/annually – info to Treasurer
 1. Kevin Gross to provide exact language to D. Ludewig & D. Jones
 - iii. Membership/Finance/Correspondence to determine system for letters.

iii. Treasurer (2min)

- Operational Budget Development / Timetable Review
- Review of 1 Time Start Up Expenses
- Review of Timetable
- Fundraising / Strategic Planning

No updates to report on above topics

iv. Secretary (2min)

- Membership Update
 - a. Gain of 18 registered members since last meeting
- Communications Update
 - a. Facebook Group is at 303 Alumni, Started Instagram Staff Alumni Page
 - b. Email correspondence is over 600 internally not including units
 - c. Units (In/Out) additional 195 contacts.
 - d. DJ to provide other board members list of people we have contacts for but are not registered.

2. **Chairman:**

- i. Advisory (2min)
 - Notes that currently scanning J. Lawrence Smith 1952-53 scrap book amongst other items for past 18months
 - Building of Gannet and Sidney Winter Lodges in 53' & 52
 - Dropbox share folder available
- ii. Program (2min)
 - Update on waterfront task group efforts for Badges at Barton
 - Update on registration task group efforts for Badges at Barton
 - Current Cub Resident Camp Registration potentially around 75+
 - 2 volunteers recruited from Cornell APO Fraternity
- iii. Membership (2min)
 - Worked with DJ on set up for Google Workspace & will continue
 - Worked with David regarding online donation platform that is multifactorial
 - Email submitted to Ruth Keagle who is current Camp Barton Alumni Association Coordinator – awaiting response and information from her on the association's status.
- iv. Resource (2min)
 - Previously discussed items (dishwasher, water turn-on, staying at camp) progressing as scheduled
- v. Correspondence Committee (*Secretary*) (2min) No Noted Updates
- vi. Finance Committee (*Treasurer*) (2min)
 - Bill Mack & Brian Shankey volunteered for Finance Committee
 - Kevin Gross helping with initial startup initiatives

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

- i. Chairman of the Board (2min) Alan is ready to donate money. He is awaiting our needs.
- 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)
 - Topic: CBSAA Support of Municipalities Park Without Scouting
 - a. We will work to communicate with Brad Grainger
 - i. Possible person to serve on CBSAA Board as Council Liaison.
 - Friends of Frontenac Discussions/Follow Up
 - a. Bill Shaw is keeping Peter up to date on this group – the group is happy at this time w/ CBSAA
 - Trumansburg Mayor Discussions
 - Will need committee to revise By-Laws
 - a. Membership , Friends of Staff Alumni Association
 - b. Revision to first paragraph – inclusive of 501c3
 - c. Statement of acknowledgement of gifts – clarity in by-laws necessary
 - d. Need volunteer chairman – Scott Stolte- Vol. Chair – Peter will assist.
- ii. Vice President (3.5min)
 - Alumni Weekend
 - a. 2nd Session of Badges at Barton – Saturday Evening – July 30th – Annual Meeting & Banquet
 - b. Scott is communicating with many alumni from 70's & 80's that wish to come to this- but will not be involved in the program – there for alumni only
 - i. Conduct tour of camp etc...
 - c. Will need to reserve Sidney Winter Lodge & as much of family camp as possible - Reserved as Alumni Headquarters for the weekend.
 - i. Need to communicate with the council / rules/ regulations/ stay overs etc...
 - CBSAA Logo / Apparel
 - a. Jeff Smith & Scott Stolte- efforts and presentation of insignia
 - b. S. Stolte & P. O'Connell to develop language for by-laws regarding insignia, use, representation etc..
 - c. S. Stolte – motion to approve reviewed insignia as official 1st edition of the CBSAA
 - i. 2nd by D. Ludewig - no remarks or objections
- iii. Treasurer (3.5min)
 - Strategic Planning
 - a. Suggestion by Pete to have Strategic Planning for 2022-2023
 - b. Present to membership at Annual Meeting, Media Etc...
 - c. DJ to review possible dates – Not a board meeting, but all members of board involved.
 - d. Persons- Mike Homrighaus, Campmaster Corps, Friends of CBSAA
 - e. Looking Mid May. David L & Pete will have follow up discussions.

- Fundraising - Sorting out an action plan / strategy for campaigns etc., directed giving campaigns etc..

iv. Secretary (3.5min)

- Strategic Planning - Allocating efforts to move work over to Kevin for membership.
- Communications - Website – DJ has lead, working with Kevin on continued developments.

2. **Chairman:**

- Advisory (3.5min) None – New Member
- Program (3.5min)
 - 2022 Camp Barton Summer “Badges At Barton” & Cub Resident Camp
 - Registration – J. Smith to underwrite the pay of Waterfront Director Training
- Membership (3.5min)
 - Needs further review of By-Law Review
 - S. Stolte question to discuss membership types w/ Peter to be presented at May meeting.
- Resource (3.5min)
 - Council has it booked to spend \$21,000.00 on improvements
 - Roof on Boat House, Re-Key of Entire Camp, New-Walk In Freezer
 - Ranger House & Family Camp is promised to CBSAA All Summer
 - BBQ Pit has to be brought back (bottom frame and racks)
- Correspondence Committee (Secretary) (3.5min) – No Report
- Finance Committee (Treasurer) (3.5min) – No Report

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

- Chairman of the Board (3.5min) Provides positive feedback about efforts of group and excitement to be part of it.
- Immediate Past President (3.5min) Vacant – No Report
- Council Liaison (3.5min) Vacant – No Report

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

5:00min

- None

g. **Task Assignments** (From 3.24.2022)

*New Task Assignments Noted in Minutes

5:00min

President: <ul style="list-style-type: none"> ➤ Continued Correspondence with Council Exec & Board Members ➤ Aiding Program Committee ➤ Continued Development / Review of Operating Budget to Treasurer for President Role ➤ Inquire for more detail from BPC regarding options for 4 structures at top of hill (King/Chase/OA Ceremonial Ring/Cub Pavilion) ➤ Begin process of communication w/ M. Bull, Mayor of T-Burg, T. McGuire, Municipalities regarding options to continue programing at Barton. ➤ Meet with S. Stolte to review by-laws and language to membership, and insignia. ➤ Speak to B. Grainger -- potential liaison 	Vice President: <ul style="list-style-type: none"> ➤ Assist President w/ any delegated tasks. ➤ Prepare Operating Budget to Treasurer for VP Role ➤ Provide Treasurer Value of Annual Expense for State of Virginia Association Costs to be put into operational budget. ➤ Will assist Secretary with recruitment and startup of Newsletter “staff” ➤ Continued networking & putting people in touch with DJ & Kevin to help grow membership and get alumni back to camp this summer. ➤ Meet with P. O’Connell to review by-laws and language to membership, and insignia. 	Secretary: <ul style="list-style-type: none"> ➤ Distribution of application ➤ Work with membership chair to develop next version of application ➤ Submit relevant costs to treasurer ➤ Aid Program Committee ➤ Minutes 2.17.22 ➤ Schedule 3.2022 Meeting (3.24) ➤ Continue Membership Demographic data collection ➤ Work w/ KG on professional website designer/management ➤ Begin Newsletter process ➤ Begin Google Workspace ➤ Upkeep Facebook and Instagram ➤ Alumni Weekend Promotion ➤ Provide Membership Chair w/ Job Description From By-Laws 	Treasurer: <ul style="list-style-type: none"> ➤ Continue developing & documenting submitted operational expenses. ➤ Will recruit and host a strategy meeting for the finance committee within next 30 days. ➤ April Finance Report ➤ Draft Fundraising Letter to 18k commitment for review in case we need it. ➤ Strategic Planning Meeting Coordination w. Pete for Mid May
Program Chairman: <ul style="list-style-type: none"> ➤ Conduct / Schedule Program Committee Meetings to Continue to Prepare Content & Promotions for Summer 2022 Weekend Merit Badge Academy ➤ Continue recruitment of program committee membership and assistance. ➤ Submit Operating Budget to Treasurer for Program Chairman Role 	Membership Chairman: <ul style="list-style-type: none"> ➤ Work w/ secretary to further advance the membership application process, statistical collection process, and formally begin website process w/ secretary ➤ Volunteered to communicate and share some strategies and previous experience with Treasurer for finance committee development ➤ Obtain and provide status on CBAA & its last recorded membership demographics to aid in further support outreach objectives. ➤ Provide Treasurer & Secretary Language for tax deductible donation response letters. 	Resource Chairman: <ul style="list-style-type: none"> ➤ Aid Program Committee in preparations for summer 2022 program. ➤ Work with Pete to document and present a detailed timeline to the board by April meeting so that promotions and recruitment can be supported adequately. ➤ Communicate with Deb (Neighbor to continue support of CBSAA as a potential licensee to the property. Report back on progress. ➤ Coordinate “Volunteer Ranger” involvement & support for camp & report. 	Advisory Chairman: None
Council Liaison: Inactive / Vacant	COB/IPP: None / Vacant	Specific Sub-Committees: Finance Committee Recruitment – Meet within 30 days Program Committee Recruitment to aid in planning /support	

h. **Next Meeting & Calendar Review** (Secretary) 1 Month = 4.28.2022.

3:00min

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

5:00min

Total Scheduled Time: 1hr:45min **Start Time:** 7:01Est **End Time:** 8:27Est **Actual Time:** 1hr:28min