



# CAMP BARTON STAFF ALUMNI ASSOCIATION

JANUARY 16<sup>TH</sup>, 2023—7:00PM EST. START

## EXECUTIVE BOARD MEETING

### MINUTES



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

It is **Monday January 16<sup>th</sup>, 2023**, the time is **7:00pm Est.** and the meeting of the CBSAA Executive Board is now in session.

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

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 <b>Excused</b>	<input checked="" type="checkbox"/> Kevin Gross	<input checked="" type="checkbox"/> Dave Carlson	<input checked="" type="checkbox"/> Mike Brown

Members Excused: 1 No Notification for Absence 0

\*Guests/Invited Attendee's: Ed Brewer, Ben Brown, Stephen Heinz

#### 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)
  - i. **No General Remarks, Guests are entering as we proceed.**
2. Reminders for meeting expectations and procedures.
  - i. **Peter reminds board of difference between old and new items. Encourages all board members to submit written reports prior to each meeting so that meetings can be conducted for review, questions, deliberations, voting vs. a majority of presentation of material.**
    - **DJ will send all board members a template for monthly reporting**

#### E. Standard Business Items:

3:00min (7:05pm)

1. Modifications/additions/subtractions to 1.16.23 agenda (Secretary)
  - i. **Motion** to approve New Business Items- Section F (if necessary) –
    - **Note that Alan provided write up for Chairman's Minute**
  - ii. **Motion** to approve 1.16.23 agenda **Scott S. Motion / 2<sup>nd</sup> –Alan D. - No Obj - No Abst.**
2. Disputes/Additions/Subtractions/Approval of minutes from 11.17.22 (Secretary)
  - i. **Motion** to approve 11.17.22 minutes **David L. Motion / 2<sup>nd</sup> –Scott S. - No Obj - No Abst.**
3. CBSAA Financial Report (Treasurer)
  - i. **Motion** to approve November 2022 financial report **Alan D. Motion – 2<sup>nd</sup> Scott S. – No Obj – No Abst**
  - ii. **Motion** to approve December 2022 financial report **Scott S. Motion – 2<sup>nd</sup> Alan D. – 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
      - **Note Sent - Appraisals and Formal Offer from NYS Received By Council**
      - **BP Lawyers Communicating – Modifications**
      - **General Consensus is that closing will not occur before end of summer**
      - **Municipalities are not moving forward currently, mayor is tied up.**
      - **BSA – No motion on settlement – still will be a while - another year delay or so.**
    - Appointment / Recruitment of Remaining Board Positions
      - Review of Council Liaison Candidates & Communications
        - ✓ **Bill Shaw as possible Council Liaison – Pete inquires for board consensus for this**
          - **No Objections to this.**
        - ✓ **Revision of By-Laws pending for appointment of CBSAA Historian**
  - ii. Vice President
    - Legal
      - **None**
    - Alumni Weekend / Annual Meeting
      - **Motion (Scott Stolte) – Change to Annual Meeting/Alumni Weekend Date - July 22 / July 21-23**
      - **2<sup>nd</sup>- David Ludwig - 1 Opposed (D. Jones) / No Abst -**
  - iii. Treasurer
    - Finance Report
      - **2022 Donation Acknowledgement Letters Sent Out for Tax Purposes**
    - Accounting - **None**
    - Strategic Planning – **None**
  - iv. Secretary
    - Communications
      - **Encouragement to use the CBSAA emails exclusively for Camp/Association correspondence**
      - **Pete inquires to have access emails resent- DJ will do so**
    - Association Records /Housekeeping
      - **Google Workspace has start to be set up for each office and chairman to utilize for file sharing and storage.**

## 2. Chairman:

### i. Finance

- Finance Committee Update
  - Files for committee have been uploaded to Google drive/ shared files have been established for committee members.
  - Fundraising –
    - ✓ Direct Mail Letter/Solicitation is drafted and in final revisions
    - ✓ Photo Plaque – Commemorative Item – likely \$500.00 – Jeff Smith has been helping with this.
      - For units, For individuals, For alumni gifts

### ii. Correspondence

- Correspondence Committee Update
  - Correspondence #'s & Social Media Function
    - ✓ Continued efforts to gain access to all platforms and secure volunteers to manage them.
  - Newsletter & Website
    - ✓ Newsletter: Winner of the Newsletter Contest – “The Frontenac Point Of View” – Submitted by Bill Mack
      - Prize contents will need to be shipped to Bill.
    - ✓ Website: Met with and made contact with Mark Travis who has agreed to donate time / resources to building a CBSAA website.

### iii. Advisory

- Advisory Committee
  - Continued scanning of JLS's collections
  - Mike received donations for the BP Council Historian from the CBSAA.

### iv. Membership

- Membership Committee
  - Looking through membership lists received from DJ and will eventually need the mass list of all alumni (non-members etc.)
  - Moving to LI – will be slow to move along with projects for CBSAA until settled.

### v. Resource

- Resource Committee
  - None

### vi. Program

- Program Committee
  - Tim is unable to be on - asks if we can consider not schedule EC meetings on Mondays.
  - Program Chairman's report sent out prior to meeting
  - Last meeting was Dec. 14<sup>th</sup>
    - ✓ Badges at Barton work continues to progress focusing on registration set up and staffing.
    - ✓ Council Approvals Received for Budget/Communications Etc...

## 3. Senior Board/Council Advisory:

### i. Immediate Past President *Vacant through 7/2023*

### ii. Council Liaison *Vacant*

### iii. Chairman of the Board

- Chairman's Minute
- After our successful 2022 season, there is good progress on Badges at Barton 23. The 2023 flier is fantastic and wide distribution is important. Congratulations on progress made. Concerns have been heard that it's essential to keep up the enthusiasm of the last vibrant season. We must keep up the good work with new effort and energy.
- These achievements attest to the Samuel D. Bogan prophesy 96 years ago of an infinite future. It appears the property is secure for Scout use. It was encouraging to read that the state is on board with a purchase of the property.
- Some thoughts from Samuel D. Bogan's dedication of Camp Barton, July 15, 1927.
  - “Let it be remembered that this lake and these hills are established forever. They are the prophecy of an infinite future, and however fanciful we may be, we can scarcely comprehend the full significance of this site as a permanent investment in youth. ”
  - "However, soon the time may come when we shall relinquish the direction of this camp to another generation, I prophesy that the time will not come when the music of these waves will cease to echo in the memories of Barton's sons, when the voice of our night shall lose its melody, or the spirit of unselfish service engendered here shall have passed away. For this ground is hallowed. It is dedicated to human progress, and to the divine right of youth to make each generation better and nobler than the last. ”
    - ✓ By Samuel D. Bogan July 17, 1927
- Those of you with us tonight have heard the music of the waves and shared the light of many campfires. Camp Barton is a shining bright light that burns in all of us. Thank you for your energy and determination. I wish us much success. Be noble.

## G. NEW BUSINESS:

### 1. Officers:

#### i. President

- Camp Barton Scouting Use of Facilities / Spreadsheet Review & Discussion
  - Goal is for council to remain the scheduler for the property.
  - Scouting first right of refusal
  - Further discussions needed for scheduling conflicts- and what system can we develop
  - Continued work with Mike Brown/ Brad Grainger/ & Council on this list is needed.
  - Good possibility that NYS could license the property to the Council to continue to manage the property until the municipalities are organized to do so --

**55:00min**

(7:25pm-8:20pm)

- ii. Vice President
    - No New Business
  - iii. Treasurer
    - No New Business
    - Question – If NYS purchase- and municipalities manage- what is CBSAA stand point on being part of that corporation?
      - Until corporation is formed there really is no one to talk with – they will need to hire an entity to manage the property.
  - iv. Secretary
    - No New Business
2. **Chairman:**
- i. Finance Committee Chairman
    - Community Outreach efforts have been made with Fred Schule and the Cortland Standard and the Ithaca Journal
      - By Laws Review is necessary on who can approve press releases of any kind and speak for the board officially.
      - Press releases are put together by Correspondence and board vote is necessary for approval.
  - ii. Correspondence Committee Chairman
    - No New Business
  - iii. Advisory Chairman
    - No New Business
    - Historians Minute- Mike shows some new scans/photos/articles to the board at this time.
  - iv. Membership Chairman
    - No New Business
  - v. Resource Chairman
    - Reports on bridge replacement possibly conflicting with camp 2023 according to Covert rep.
    - Rifle range is not usable – Dave does not believe it will ever believe it will get back to be used
      - Pete notes that the company is obligated to remediate its condition and return it back to level status.
    - Meeting w/ S. Wheeler to walk through camp and is going to inventory all boat hull #'s so registrations can be matched up
    - Council has inventoried Trading Post -- -Dave notes that surplus CBSAA Merch has been boxed up and placed in Admin
    - Keys for camp – In Health Lodge—lox box with all other keys inside – Key pad on outside of building – D. Blakely has combo
    - Hazardous Trees around program areas have been removed. Campsites need to be inspected and tree removal started
    - Black Pug Access and US Foods is necessary
    - Dave notes he is unable to help with Boat engine serving and transportation.
    - Dave will be on the Appalachian Trail starting in March- indicated that he recommends replacing his position on the board.

\*Noted that the President and Vice-President Exit the Meeting at this Time

- vi. Program Chairman
  - Tim unable to attend – Program Chairman's report submitted.
  - Next Program Committee Wednesday Jan 18<sup>th</sup>
  - OA /Council reached out to program committee to share Aug 11-13 w Cub camp.
  - Badges at Barton Logo is reviewed – Suggestions to move forward with A & D – add water, drop deer. Suggestion for D
  - Communications Flyer #2 is reviewed and approved
  - Specialized Programs and ON Demand Features are review – comments / concerns from the floor are expressed and noted
  - Staffing Update is provided

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

- vii. Immediate Past President *Vacant through 7/2023*
- viii. Council Liaison *Vacant*
  - Date of Next Council Board Meeting = Unknown by all members present
- ix. Chairman of the Board
  - Chairman's Review – Alan has left the call by this point.

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

5:00min

- 1. None

#### **I. Review of Task Assignments** (Secretary) *(Continued From 1.16.2022)* \*New Task Assignments To Be Noted in Minutes 1:00min

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

**RED FONT** – NEW TASK ITEMS

<b><u>President:</u></b>	<b><u>Vice President:</u></b>	<b><u>Secretary:</u></b>	<b><u>Treasurer:</u></b>
<ul style="list-style-type: none"> <li>➤ Cont. Correspondence w/ BPC Exec &amp; Board</li> <li>➤ Development / Review of Operating Budget to Treasurer for President Role</li> <li>➤ Inquire for more detail from BPC regarding options for King Cabin</li> <li>➤ Continued process of communication w/ municipalities regarding options to continue programing at Barton.</li> <li>➤ Recruitment of Council Liaison for the CBSAA Board</li> <li>➤ Continued effort to secure Camp Ranger</li> <li>➤ Camp Barton Usage Spreadsheet combined with Taughannock District, OA, CBSAA, &amp; Campmasters</li> <li>➤ Badges at Barton Budget</li> </ul>	<ul style="list-style-type: none"> <li>➤ Assist President w/ any delegated tasks.</li> <li>➤ Prepare Operating Budget to Treasurer for VP Role</li> <li>➤ Will assist Secretary with recruitment and startup of Newsletter "staff"</li> <li>➤ Re-Inventory &amp; Establish System for Temporary Merchandise Store until CBSAA Website can incorporate.</li> <li>➤ Alumni/Reunion Weekend Planning</li> </ul>	<ul style="list-style-type: none"> <li>➤ Minutes 1.16.2023</li> <li>➤ Schedule March Meeting / Agenda</li> <li>➤ Aid Program Committee w/ Summer Program Admin Efforts</li> </ul> <p><b><u>Correspondence Chairman:</u></b></p> <ul style="list-style-type: none"> <li>➤ Resend Photo's to Group for Naming</li> <li>➤ CBSAA Website</li> <li>➤ Distribution of membership registration forms</li> <li>➤ Begin Newsletter process</li> <li>➤ Upkeep Social Media Promotions for Association and Camp Barton</li> </ul>	<ul style="list-style-type: none"> <li>➤ Continue developing &amp; documenting submitted operational expenses from other board members- reminders/obtain them from those who have not submitted.</li> <li>➤ Monthly Finance Report</li> <li>➤ 2021-2022 Tax Filing</li> </ul> <p><b><u>Finance Chairman:</u></b></p> <ul style="list-style-type: none"> <li>➤ Finance Committee Meetings Etc..</li> </ul>

<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> ➤ Aid Program Committee in preparations for summer 2023 program. ➤ Recruit Members and Begin to Conduct / Schedule Resource Committee Meetings.	<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

**J. Calendar Review & Next Meeting Scheduling**
*(Secretary)*
1 Month = Week of 2/13-2/17 or 2 Months = 3/13-3/27

**Tabled – will conduct & schedule via email following meeting with all EC members.**
1:00min

- Review of additionally scheduled upcoming events:
  - None
- Long Term Calendar Dates:
  - CBSAA Annual Meeting 2023
    - Motion to Approve Calendar/ Calendar Revisions - Tabled

**K. Conclusion of Meeting**
*(President)*
3:00min

- Motion to Adjourn - D. Jones, 2<sup>nd</sup> – D. Ludewig – No Obj. No Abst.

**Total Scheduled Time:** 1hr: 30min   
**Start Time:** 7:00 pm EST   
**End Time:** 8:48 pm EST   
**Actual Time:** 1hr. 48min