

Camp Harkness Advisory Committee
January 29, 2009

Camp Office
301 Great Neck Road
Waterford, CT 06385

Minutes

Members present: Ron Rasi, Diane Harrington, April Dipollina, Ginny Hogan, Ryan McNamara (for Dan Steward), Vicki Severin, Stan Soby

Others present: Mary McKay, Greg Lawton

1. Citizens' Comments: None.
2. Approval of Minutes: Minutes were approved.
3. Additions to Agenda: None
4. Correspondence: None
5. Election of Officers: Motion to nominate April Dipollina for Vice Chair made by Diane Harrington, seconded by Ginny Hogan. Motion to nominate Stan Soby as Chari made by April Dipollina, seconded by Ron Rasi. Motion made by April Dipollina to close nominations, seconded by Ginny Hogan. All in favor. Vote on the slate as presented: All in favor.
6. Old Business
 - a. Camp Report
 - i. Camp Programs: Reservations calls starting coming in at midnight on New Years. 163 reservations made for the year. No more being taken. Memorial Day weekend reservations on hold pending status of summer staff. Staffing requests go to OPM in March.
 - ii. Food service RFP: Food service contract will not have to be RFP'd this year, although it will next. CW Resources will again be providing the food service.
 - iii. Camp Usage: 105 cabin users.
 - iv. Camp Events: 67 special events users.
 - v. Passholder policy/access issues: No new information.
 - vi. Signage/security: No new information.
 - vii. Physical plant: Greg Lawton provided a detailed Facilities Update in response to the Quality Service Reviews done at Camp by Central Office staff.

- viii. Other: There was a discussion of the status of the Seaside property sale. The O'Neill Theatre is looking at the Seaside Building for its expansion project.

 - b. Booster Club/Equestrian Program:
Jim Welsh, DDS's Legal Counsel, sent a letter to Cliff Kramm of the Booster Club reiterating the need for the Booster Club to sign a user agreement, provide proof of insurance and provide documentation showing the training/certification of all riding instructors. Cliff called Jim and expressed reservations at signing any document with the State. He wanted to suggest some language changes.
Some members received a fundraising letter and questioned the accuracy of some of the representations in that letter. The Town of Waterford approved reduced funding from the amount requested. Stan will ask Dan Steward for a copy of what was submitted.
After discussing possible next steps, it was determined that Mary would continue to work with Jim on trying to resolve this matter.

 - c. Camp Harkness Fund, Inc.: The directors have been meeting regularly. 501(c)3 application in hands of attorney. By-laws and conflict of interest statement have been adopted. A number of fund-raising activities have been discussed.

 - d. Camps for Children with Autism
Oak Hill has been working with Linda Chamrad, a parent, on Camp Dragonfly, a camp for girls with autism. Oak Hill plans to run this camp during the same week (8/17-21) as the camp we run in conjunction with BESB for middle and high school students with vision impairments. ARC/NLC is looking to offer a day camp experience to children with a variety of disabilities during the last week of the regular camp session.

 - e. Other
- 7. New Business
 - a. Secretary of State reporting requirements: Reviewed SOTS posting and reporting requirements.

 - 8. Adjournment: Meeting adjourned at 12:26pm.

Respectfully submitted,

Stan Soby, Chair