



**CONNECTICUT STATE EMPLOYEES'
CAMPAIGN COMMITTEE MEETING MINUTES**

Wednesday, May 26, 2010
1:35 p.m. ~ 2:25 p.m.
Room B-39, 61 Woodland Street
Hartford CT

Members Present

Joseph Duberek (*Emg. Mgmt & Hml.. Sec.*)
Peggy Gray, *VICE CHAIR* (*Comptroller*)
Bryan Gunning (*Environmental Protection*)
Claudia Helfgott (*Banking*)
Charles Kistler (*State Retiree*)

Tim Newton, *CHAIR* (*Correction*)
Lt. J. Paul Vance (*Public Safety*)
Ina Wilson (*Education*)
Peggy Zabawar (*Admin. Services*)

Members Absent/Excused

Richard Emonds (*CT Culture & Tourism*)
Kathleen Gensheimer (*Judicial*)
Burt Gold (*State Retiree*)

Marilyn Kaika (*Transportation Dept.*)
Christina Taylor (*Legislative Management*)
Denise Worster (*Labor*)

Federation Representatives

Ann Pean (*CT United Ways*)

Campaign Staff Present

Jan Gwudz (*Campaign Director*)

Joyce LeBaron (*Campaign Coordinator*)

Meeting Called to Order – Tim Newton

Tim Newton called the meeting to order at 1:35 p.m.

Review of March 9, 2010 Meeting Summary – Tim Newton

The March 9, 2010 Minutes were approved as presented, accepted and signed.

Application Review & Audit Review – Tim Newton

Application Review

Regarding:

1. AMERICAN HEART ASSOCIATION: This charity has been denied participation in the 2010 Campaign because it is over the 25% limit for the second time in a row. Last year for the 2009 Campaign, it received a one-year waiver. Though denied participation in the 2010 Campaign, this charity will be allowed to apply for participation in the Campaign again in 2014 (for the 2014 Campaign).
2. BIRMINGHAM GROUP/UMBRELLA PROGRAM:
 - a. It should be noted that the Umbrella Program is the name of a program, not a description.
 - b. After a brief discussion, Committee members were reminded that a program is not a separate entity as it does not have its own 501(3)C designation or file a 990 and therefore not eligible to participate per the campaign’s regulations.
 - c. These two requests can only be considered as one charity and can only be listed once as Birmingham Group Health Services.
 - d. A follow-up letter will be sent requesting a new 25-word description for Birmingham Group Health Services.

Review of Audits

PARTNERS FOR A BETTER WORLD - Peggy Gray stated that the audit was completed on this Federation and was found acceptable to be included in the Campaign.

Online Pledge Form – Jan Gwudz

Jan Gwudz reported that she and Kathleen Gensheimer met with the technical person at DOIT. Some wording changes were made and the layout was slightly rearranged. Kathleen has been working with the IT tech on finalizing the changes.

Campaign Update – Jan Gwudz

Jan Gwudz reported:

- One hundred thirty five people attended the Campaign 2009 Recognition Luncheon; many made favorable comments about the parking lot attendants, the greeters and the facility.
- The Retiree solicitation flyer went out in the May pension check.
- The BJ's fundraiser is being offered again.
- An email outlining format instructions for application submission will go out to the Federations; apparently some are not following instructions and it is causing layout problems in the Directory.
- A representative from Appreciation Events (Smart Circle program) met with Jan last week to explain their fundraising opportunities. This group would donate 20% of their sales to the Campaign. Jan will send out notices to individual agency coordinators who she thinks may be interested in holding a special event with this vendor.
- Dr. Martin Anderson, DAS Commissioner, has been approved as the 2010 Statewide Campaign Chair.
- Seven people have agreed to become Loaned Employees so far.

Peggy Gray reported that a vendor wished to come in to various agencies to buy scrap and old gold and jewelry from employees. This idea was declined due to concern about liability.

Other Business – Tim Newton

There were no remarks offered under Federation comments.

Peggy Gray requested the Committee go into Executive Session.

A Motion Concerning Salaries – Tim Newton

Upon returning from Executive Session, the Tim Newton made a motion that the issue regarding salaries be passed. The motion was seconded and passed unanimously.

Also, a motion was made, seconded and unanimously accepted to proceed regarding the disbursement of funds being held for Community Works Charities.

Adjournment – Tim Newton

The meeting was adjourned at 2:35 p.m.

THE NEXT MEETING:

DATE: **June 8, 2010**

TIME: **1:30 p.m.**

PLACE: **Dept. of Labor, 200 Folly Brook Boulevard, Wethersfield
Conference Rooms A & B**

(Respectfully submitted by Joyce LeBaron)