

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

Tuesday, January 8, 2013

Office of the State Comptroller, 3rd floor, Conference Room F

55 Elm Street, Hartford

1:36 p.m. – 2:09 p.m.

Members Present

Cindy Cannata (*OGA/FOI*)

Martha Gallagher (*Admin. Services*)

Kathleen Gensheimer (*Judicial*)

Peggy Gray, *VICE CHAIR (Comptroller)*

Bryan Gunning (*DEEP*)

Claudia Helfgott (*Banking*)

Jacqueline Henry Rafiq (*Transportation*)

Charles Kistler (*State Retiree*)

Tim Newton *CHAIR (Correction)*

Members Excused/Absent

Joseph Duberek (*Emergency Ser. & Public Protection*)

Sheila Hummel (*DECD*)

Chris Taylor (*Legislative Management*)

Ina Wilson (*Education*)

Federation Representatives

Steve Kirck (*CHC*)

Amanda Schutt (*EarthShare*)

Ann Pean (*UW*)

Campaign Staff

Jan Gwudz (*Director*)

Joyce LeBaron (*Coordinator*)

Meeting Called to Order – Tim Newton

Committee Chair Tim Newton called the meeting to order at 1:34p.m. A quorum was reached.

Review of December 2012 Meeting Summary – Tim Newton

A motion was presented and unanimously passed to accept the December 2012 minutes as presented.

Application Wording – Jan Gwudz

Jan Gwudz discussed the rewording of the Application. Bryan Gunning said that the word "May," when used, should read "Will." Additionally, on page 5 of the application, the word "Federation" should take the place of the word "I." Jan will rewrite the wording and verify it with Peggy. Steve Kirck asked if backing up the Campaign from July to November would interfere with other fundraisers. Discussion ensued resulting in the explanation that the campaign would run through November.

Since the Committee has approved "backing up" the dates of the campaign, advertising announcing this change is to commence. Joyce LeBaron has been tasked with creating a poster stating this change. Tim Newton asked Jan to check with Cheshire and York to print it.

Campaign Update– Jan Gwudz

- Jan reports that the BJs promotion has garnered more than \$8,000 for the Campaign, with \$2,650 from the November promotion alone.
- The Campaign results thus far total \$1,202,226
- Retiree totals are: \$13,000+
- A tentative date of June 6th at CT Valley Hospital was discussed for the Recognition Luncheon, pending confirmation of availability of the facility, the caterer and other factors.

Round Table comments —Tim Newton

- Jan asks if any are interested in an Application Review Refresher course. If so, it would be held in early April at 55 Elm Street, in the same conference room used for the Committee's regular meetings. (A few days after the meeting a date of April 2nd at 9 am was set for this meeting)
- Kathleen Gensheimer asks that the instructions and reminders follow the same order and format as the application.
- A discussion to obtain suggestions for the 2013 Campaign Statewide share was held. It was decided to ask Nancy Wyman again, Denise Merrill, or Catherine Smith of Economic & Community Development. Whoever it is asked should be willing and enthusiastic.
- Bryan Gunning announced that this would be his last meeting serving on the Committee as he is moving on to other commitments. The rest of the room expressed appreciation for his service.

Meeting Adjournment —Tim Newton

Tim asked for a motion to adjourn, with a reminder that the next meeting would be held on:

Tuesday, February 19, 2013 at 55 Elm Street, Hartford.

The 2013/14 CSEC budget will be presented for review and approval at this meeting.

The meeting concluded at 2:09 p.m.

(Respectfully submitted by Joyce LeBaron)