



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

Tuesday, January 12, 2010

1:30 p.m. ~ 2:25 p.m.

Judicial Learning Center
99 East River Drive, 7th floor
East Hartford

Members Present

Joseph Duberek (*Emg. Mgmt & H. Sec.*)
Richard Emonds (*CT Culture & Tourism*)
Burt Gold (*State Retiree*)
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

Kathleen Gensheimer (*Judicial*)
Marilyn Kaika (*Transportation Dept.*)

Chris Taylor (*Legislative Management*)
Denise Worster (*Labor*)

Federation Representatives:

Debra Hutchins (*EarthShare*)

Steve Kirck (*Community Health Charities of NE*)

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 1:30 pm.

Approval of Previous Meeting Summary – Tim Newton

A motion was made, seconded, and was carried to approve the December, 2009 Meeting Summary as presented.

Campaign Update – Jan Gwudz

Jan Gwudz reported that thus far the Campaign has a balance of \$1.722M.

Jan requested advice regarding amounts of Campaign materials to order for the 2010 Campaign, considering the availability of materials obtainable online. Discussion ensued that whereas some agencies are very comfortable with this, others are not. Further, some agencies do not have access or their internal IT departments have set up internet blocks. Weighing all these considerations, it was decided to keep the ordering numbers the same as for the 2009 order. Tim suggested a printer for the envelopes and will get back to Jan on the particulars.

Subcommittee Report – Claudia Helfgott

A motion was made to discuss changing exclusion from the Campaign due to non compliance (of the maximum 25% administrative percentage allowed to participate) from five years to three years and to retain the 25% limit. A lengthy discussion ensued.

It was agreed that despite the tough economic times, changes should not be made because of three reasons:

1. The Regulations do not allow most changes.
2. It would be impossible for the Committee to form criteria to determine whether the economy is “better.”
3. To keep the focus on the ultimate purpose of the Committee...not to allow as many charities as possible to participate but rather to make sure costs are kept down resulting in more donation money going to programs, thus reassuring the donors that the costs are monitored.

As a result of the discussion a motion was made to keep the present criteria using the Federal IRS form 990. The motion was passed unanimously, except for one abstention, that the 25% maximum Administrative cost limit be kept in place.

It should be noted here that Burt Gold brought line 9E of the Federal 990 to the attention of the Committee. This line is where “non-cash” items are listed. Burt will investigate what “non-cash” means and report back to the committee at the next meeting.

Claudia reported that the Sub-committee discussed the absolute maximum limit. She then made a motion to limit the over 25% Administrative expense to a cap of 30% for a renewing agency. Peggy Gray asked that this issue be tabled until next year so that we can keep a good selection in the book, especially if historically, an agency has been participating. It was agreed that for now, agency overages will continue to be handled on a case-by-case basis. A motion was made and passed to table this issue until February, 2011.

Other Business

Peggy Zabawar requested a change in the schedule of meetings due to a work conflict. The time of the next meeting was then adjusted to 10:00 a.m.

Meeting Dates for some 2010 Meetings

The following are the meeting dates for 2010 through June:

February 9
March 9
April 13
May 11
June 8

Adjournment & Next Meeting

The meeting was adjourned at 2:25 pm.

DATE: *Tuesday, February 9, 2009*

TIME: *10:00 a.m.*

PLACE: **Metropolitan District Training Center**
125 Maxim Road
Hartford CT

(Respectfully submitted by Joyce LeBaron)