



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

Tuesday, February 9, 2010

10:00 a.m. ~ 11:30 a.m.

*Metropolitan District Training Center
125 Maxim Road
Hartford CT*

Members Present

Joseph Duberek (*Emg. Mgmt & Hmld.. Sec.*)
Kathleen Gensheimer (*Judicial*)
Burt Gold (*State Retiree*)
Peggy Gray, VICE CHAIR (*Comptroller*)
Bryan Gunning (*Environmental Protection*)

Charles Kistler (*State Retiree*)
Tim Newton, CHAIR (*Correction*)
Chris Taylor (*Legislative Management*)
Ina Wilson (*Education*)
Peggy Zabawar (*Admin. Services*)

Members Absent

Richard Emonds (*CT Culture & Tourism*)
Claudia Helfgott (*Banking*)
Marilyn Kaika (*Transportation Dept.*)

Lt. J. Paul Vance (*Public Safety*)
Denise Worster (*Labor*)

Federation Representatives:

Laurie Dorn (*PCFO*)
Gary Kozak (*PCFO*)

Ann Pean (*United Way*)
Steve Kirck (*Community Health Charities*)

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 10:00 am

Discussion of Previous Meeting Summary – Tim Newton

An adjustment was made to the January Meeting summary by Peggy Zabawar. She wishes it to read that she did not abstain on the 25% maximum recommendation. Pending that change, this information will be presented at the next meeting for approval.

PCFO Bid -- Community Health Charities of New England – Steve Kirck & Laurie Dorn

The 2010-2011 proposed budget was reviewed and discussed. Small changes such as the amount for premium giveaways and rent expense were explained. Jan Gwudz was able to find lower prices for premiums and the new figures for the rent reflect the change in office accommodations and the storage unit rental.

Kathleen Gensheimer asked if the increase under the section of Auditing of Federations carries over from year to year if the amount is not used. Laurie Dorn answered that yes, it will be carried over in each new year's budget.

It was noted that the bonus amount for the Campaign staff was not listed.

The proposed budget was approved by committee members.

Campaign Update – Jan Gwudz

Jan Gwudz reported that as of today (February 9, 2010) the campaign total is \$1,770,511.00.

Jan asked for suggestions for 2010 Statewide Campaign chair and for a Union chair, perhaps a Union steward. Peggy Zabawar asked what the responsibilities are; Jan described how an effective Union chair would assist by generating awareness of the Campaign through emails and articles in the Union Newsletters.

For the Recognition event, traditionally held in May, Jan has received a price per person for the luncheon provided by Vinal Tech of \$5.75.

Discussion of meaning of Non-cash on 990 form – Burt Gold

Burt Gold reported that the designation of non-cash on the 990 is for in-kind, non-cash items and quoted from the IRS regulations. Special Olympics was used as an example when discussing donated items of bottled water and food. Laurie Dorn said that the audit considers that too gray of an area and that there has to be a way to account for items. Peggy Zabawar said that was why she abstained from last month's vote. Burt cautioned that the IRS instructs that detailed information be provided if the line item is greater than \$25,000.

Selection of Random Full Audit – Peggy Gray

A random drawing of one federation to be audited this year was made. This will not be announced until after April 15, 2010.

Other business, federation comments

- Ann Pean asked if there could be an announcement that 211 is prepared to assist people in filing for the Earned Income Credit on their income taxes. Joyce LeBaron and Peggy Gray answered that the Governor already made an announcement in her last state of the state address encouraging people to file; it was published in the Hartford Courant.
- Steve Kirck asked about the impact on the Campaign of new commissioners being appointed. Peggy Gray and Tim Newton explained that we are prepared and that the new commissioners will be visited to ask them for their support.
- Gary Kozak said thank you and recognized Jan Gwudz and Joyce LeBaron for their dedication to the campaign.
- Bryan Gunning discussed the DEP's ongoing campaign related affiliation with Dunkin' Donuts and how the Governor's Office will make a proclamation declaring a Dunkin' Donuts Day in recognition of their donations over the last few years to the campaign.
- Joe Duberek is working on locating a venue for future SEC meetings.
- An announcement was made that there is an application for a new federation.
- A motion was made to go into Executive Session.
- Upon resumption of the meeting, a motion was made for the meeting to be adjourned.

Adjournment & Next Meeting

The meeting was adjourned at 11:08 am.

The next meeting:

DATE: **Tuesday, March 9, 2010**

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

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

(Respectfully submitted by Joyce LeBaron)