

Signed: _____

Date: _____

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

Tuesday, February 9, 2016

Office of the State Comptroller, 3rd floor, Conference Room F
55 Elm Street, Hartford
1:33 p.m. – 2:21 p.m.

Members Present

Cindy Cannata (*OGA/FOI*)

Valerie Clark (*OPM*)

Kathleen Gensheimer (*Judicial*)

Peggy Gray *VICE CHAIR (Comptroller's Office)*

Jacqueline Henry-Rafiq (*Transportation*)

Charles Kistler (*State Retiree*)

Kristen Miller (*Legislative Mgmt.*)

Members Excused

Tim Newton *CHAIR (Correction)*

Jason Crisco (*Admin. Services*)

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

Sheila Hummel (*DECD*)

Patrick Kilby (*CHRO*)

Ina Wilson (*Education*)

Campaign Staff

Jan Gwudz (*Director*)

Joyce LeBaron (*Coordinator*)

Federation Representatives

Ann Pean (*United Way*)

Karen White (*VIA TELEPHONE (Community Health Charities)*)

Guests

Kevin Lembo, (*CT State Comptroller*)

Jacqueline Kozin, (*Comptroller's Office*)

John Rasimas, (*Auditors Public Accounts*)

Meeting called to order — Meeting summary — Tim Newton

In absence of Chair Tim Newton who had a schedule conflict, Vice Chair Peggy Gray, called the meeting to order at 1:33 p.m. The minutes from the previous meeting of December 8, 2015 were approved, and were unanimously accepted. Deviating somewhat from the agenda to accommodate the guests, the rest of the meeting was presented as follows.

GUEST SPEAKER John Rasimas—Tennis tournament proposal and overview

Cindy Cannata introduced John Rasimas, Office of the State Auditors for Public Accounts, who had approached her regarding the idea of a fundraiser tennis tournament for the Campaign. Mr. Rasimas spoke at length outlining his history and experiences with other successful tournaments, how they are planned, managed, and run and how much the Campaign might glean from such a venture. He suggested possible sites, a fee of \$20 per player, other fundraising possibilities, and a need for about 15 core volunteers. He brought printed material about two local annual events for the Committee to research. Once the Committee has time to review it, they will get back with Mr. Rasimas who will then approach his colleagues at his office whom he would like to be a majority of the core volunteer group. Peggy, as well as the rest of the Committee and those present thanked Mr. Rasimas for his insightful presentation and his interest in the Campaign.

Campaign status—Kevin Lembo

Mr. Lembo was able to come in to speak to all those present regarding the overall Campaign management. He said the fees and structure of the Campaign need to be flexible and not as rigid as they have been in the past, therefore he wants to general-

ize the language of the Statute that governs the Campaign. He was concerned about fees connected with the Campaign. He wants the “top threshold to be lower,” and is interested in other states’ models for campaign management that may be more cost-effective. He had in his possession copies of letters sent to Gov. Malloy from three federations which are concerned about a possible change that could change the charity application process. Among his action steps are to have a more robust RFP (Request for Proposal) process and to generalize the Statute language.

Campaign update, awards, luncheon— Jan Gwudz

Jan Gwudz presented the following information:

- The BJs promotion gleaned \$3,130 from the November fundraiser.
- The overall 2015 Campaign donation total to date is \$1,298,382 and expressed hope that there were a few more outstanding pledge cards and events that should bring the total to \$1.3M.

Discussion ensued about Jan’s hand-out regarding the various awards to be presented to Agencies and individuals for the 2015 Campaign. Suggestions were made and noted by Jan to prepare for their surprise presentation at the upcoming Recognition Luncheon which will be held at the end of April or first week of May, depending on venue availability.

Annual budget presentation— Karen White (VIA TELEPHONE)

The 2016 budget proposal was distributed prior to the meeting via email to all Committee members in preparation of this discussion. Karen was on the phone to answer questions about the presented material. Some Committee members questioned the overall administrative cost and asked what could be done to lower it. Karen explained that the figure is arrived at as a result of fixed cost and lower than expected revenue, which results in a higher percentage overall. This item was tabled until the March meeting when Errol Bartley of Community Health Charities will be invited to explain the costs of the budget. It was strongly suggested that every member of the Committee attend this important meeting if at all possible.

Random selection status of federation audit in April

Peggy Gray announced that the random selection of a Federation to be audited has been completed and will be announced before the Application review in April, to be scheduled at the March meeting.

Committee member Comments

Kathleen Gensheimer expressed interest but concern in the tennis tournament because it will require much work and organization. Ann Pean stated that it would need dedicated management. Charlie Kistler noted that there are only 13 members presently on the Committee and that the two positions to be filled are pending. Jan explained that a potential member cannot be from an agency that is already represented.

Meeting adjournment — Peggy Gray

A motion was presented, seconded and accepted to end the meeting at 2:21 p.m.

REMINDER: NEXT MEETING IS: March 8, 2016 – 1:30pm
State Comptroller’s Office, 55 Elm Street, Conference Room F, Hartford, CT

(Respectfully submitted by Joyce LeBaron)