

Signed: _____
Date: _____

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

Tuesday, May 14, 2013

Office of the State Comptroller, 3rd floor, Conference Room F
55 Elm Street, Hartford
1:37 p.m. – 2:33 p.m.

Members Present

Cindy Cannata (*OGA/FOI*)
Jason Crisco (*Admin. Services*)
Kathleen Gensheimer (*Judicial*)
Peggy Gray, *VICE CHAIR (Comptroller)*

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*)
Lorna Sager (*CHC*)

Laura McLelland (*Arts Council*)

Guest

Gloria Sparveri (*Secretary of the State*)

Campaign Staff

Jan Gwudz (*Director*)

Joyce LeBaron (*Coordinator*)

Meeting Called to Order – Tim Newton

Committee Chair Tim Newton called the meeting to order at 1:37p.m. Tim introduced Joe Crisco of DAS as the new Committee member, replacing Martha Gallagher. Gloria Sparveri was introduced as a representative from the Secretary of the State's office.

The first order of business was to vote on allowing a member of the public to speak and for how long.

The questions put forth were:

- a. Does the meeting open up for a guest to speak?
 - b. How long would a guest be allowed to speak?
- Based on Robert's Rules of Order, it was determined that yes, a guest would be allowed to speak. A motion to allow guests to speak at the end of a meeting and after both Committee members and Federations were done was passed.
 - A motion was made and passed which allows a guest five (5) minutes in which to speak, be monitored and possibly extended by the Chair, who will be the timekeeper. Depending on the questions after the guest has spoken, Committee members may extend the time in which to address the questions.

Review of March 2013 Meeting Summary – Tim Newton

A motion was presented and unanimously passed to accept the March, 2013 minutes as presented.

SEC Application Review – Peggy Gray

- Peggy Gray called for a vote for charities (focusing on especially those very small charities) that do not produce a 990 or annual report but have info available publically shall be allowed in to the Campaign, if below 25%.
- Since the Directory has to go to print shortly, there will be no “grace period” to get in requested materials.
- Based on the review summary, the Committee voted to adhere to the summary as per allowances and disqualifications. A motion was put forth and unanimously accepted in regard to the Application Review.
- Peggy then spoke about upcoming Campaign Kick-off ideas. Laura McLelland has been asked to look into a movie that could be shown at a summer the Kick-Off event. The Committee would like to see free parking offered, as well as that the movie be a comedy and that it be family oriented.

Campaign Update– Jan Gwudz

- Jan reviewed the Commissioner visits with Labor Commissioner Sharon Palmer who resolved the issue of campaigning during work-time as necessary and allowable. Further, the Commissioner will allow Dress Down days to be offered again. Additionally, Commissioner Palmer will appoint a 12 member committee as opposed to the two member team presently in place, thus lightening the load. She hopes that this will increase contributions. She would like to challenge another agency to a competition and has provided a Loaned Employee.
- Jan then outlined the highlights of the visit to DAS Commissioner Martin Anderson as being over an hour long. Martin, as a former Committee member was very enthusiastic and wants to get back on track. He also said he would look into providing a Loaned Employee.
- Another meeting will be at Economic & Community Development later in the week and a meeting with Public Health in June. Jan is trying to get a meeting with Social Services as they only have a 7% participation rate.
- As an example of activities, Jan described how Commissioner Currey from Dept. of Motor Vehicles is all ready to host a bowling event. Tim Newton explained that McDougall-Walker Capt. Woods will be doing a motorcycle ride.
- New BJ's numbers show that \$2,200 was raised from the last promotion. The final 2012 Campaign total is now at \$1,403,752 with no new reports expected.
- It was determined that Jan should order 60,000 pledge cards from the printer.

Round Table comments —Tim Newton

- No significant comments by the Federations.
- A reminder that there will be no meetings of the Committee in July or August.
- Reminder about the Recognition event to be on May 21 at CT Valley Hospital.

Meeting Adjournment —Tim Newton

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

Tuesday, June 11, 2013 at 1:30 p.m. at 55 Elm Street, Hartford.

The meeting concluded at 2:33 p.m.

(Respectfully submitted by Joyce LeBaron)