

**Camp Harkness Advisory Committee**  
**Camp Harkness Office**  
**301 Great Neck Road**  
**July 23, 2015**  
**Notes**

**Present:** Vicki Severin, Shannon Aiello, Bev Jackson, April Dipollina, Mary Ann Langton

**Others Present:** Marion Brown, Neil Cobliegh, Frank Provenzano, Craig Van Steenberg, Debbie F. (personal support), Phil Sutton

- A quorum was not present and attending members agreed to have a discussion of agenda
- Mary Ann and Bev expressed concerns regarding attendance and whether or not the meeting should be cancelled.
- Suggestions for follow-up were:
  - Require 48 hour cancel notice
  - Send meeting reminders to members and request response

**1. Call to Order:** 10:45 AM

**2. Public Comments:** None

**3. Additions to Agenda:**

**A. Fundraising For Pavilion Surfacing**

- Craig attended the meeting to share pictures and suggestions for raising funds to surface the pavilion areas
- The option of brick was proposed
- Frank countered that paving with asphalt would be a better alternative
- Discussion will officially be put on the agenda for next month

**B. Mantico / Lawson Trust Donation**

- Phil Sutton presented a check to the Camp Harkness Fund from the Mantico/ Lawson Trust in the amount of \$5000
- A suggestion was made for something to be done to thank the family
- Vicki suggested using some of the donation for the water feature in the garden; it will be discussed at the next meeting
- April mentioned that there could be a dedication ceremony during an event at camp

**4. Approval of Minutes:** No quorum

**5. Correspondence:** None

**6. Camp Harkness Fund:**

**A. Monthly Report**

- Marion reported that they have been helping with upcoming dance on Saturday
- September event has been planned – Harvest Festival similar to Summer Fest; it will be family themed
- Talent Show is planned for August 20, 2015; rehearsal will be August 6, 2015 at 6:30pm

**7. Old Business:**

**A. Camp Report**

**i. Camp Usage/ Events**

- See attached
- Vicki reported that the night staff person has been very helpful; rounds are done three times a night between 10:30pm and 6:00 am

**ii. Physical Plant**

- Frank reported on present projects:
  - Automatic doors are complete
  - Toilet paper holders will be in this week
  - Yellow cabin #2 has a soft spot on the floor which will be fixed next week

**B. Fire Pit**

- Completed; no cap installed

**C. Website Update**

- No report

**D. Bingham Beach**

- No report

**8. New Business:** None

**9. Adjournment:** 11:30 AM

**Next Meeting:** August 27, 2015 at Camp Harkness

**Respectfully submitted by:** Shannon Aiello, Secretary