



**CAMConnect – Board of Directors
Meeting Minutes
April 28, 2005**

In Attendance: Jerry Harris, Chris DiCarlo, Jeff Brenner, Alice Markey, Jenny Greenberg, Hilary Colbert, Kevin Hickey, Jean Mouch, Derek Ziegler, Josue Figueroa.

- 1) **Minutes:** Jean Mouch called the meeting to order. As there was no quorum, the October 2004 Board Meeting Minutes were not able to be voted on.
- 2) **February Board Retreat:** Jean Mouch provided a brief recap of the Board Retreat. (Note: A write up from the retreat is posted on the CAMConnect website.)
- 3) **Strategic Directions January 2005 – June 2007:** A draft of the Strategic Directions for January 2005 through June 2007 was shared. This document is available on the CAMConnect website. Discussion from this document included:

Program Manager to Executive Director: Review of the document led to discussion of the transitioning of the Program Manager, Derek Ziegler, to Executive Director. This transition is also documented in Derek's memorandum to the Executive Committee dated April 8, 2005 where he outlines the factors to consider in the Board of Directors approving this transition. It was recommended by Chris DiCarlo that there be performance measures set forth for the Executive Director to meet. It was recommended that the Executive Committee be tasked with creating the Job Description of the Executive Director and assigning performance measures for the Executive Director to meet. Until that time, it was suggested that Derek be named as Acting Executive Director. It is anticipated that at the July Board Meeting there will be a vote on Derek's being named the Executive Director of CAMConnect.

Motion 1 as Amended: Motion was made that Derek Ziegler be named as Acting Executive Director of CAMConnect. (To be voted on by e-mail vote of the Board.)

Types of Memberships: Discussion about the types of memberships to CAMConnect (reference Derek's April 21, 2005 letter to the Executive Committee) included some concern that there was a mix of services in the membership types. For example, for some agencies the membership fee would be considered an expense or contribution that they could write off yearly. For this type of agency the money to CAMConnect would be fundraising. There was some concern though with agencies who had contributed \$250 or

\$500 were not included in the tier system of membership. They might opt to go to a higher level of membership contribution to get more hours of technical assistance.

However, there is also concern that for some agencies it may make more sense to go with the Fee for Service model where an agency pays for a certain number of hours for service. It was clarified that Derek would be the one providing the services to agencies under the Fee for Service mode of membership; fees would be based on his current rate of \$50/hr. Derek noted that in the instance where an agency might need 100 hours of technical assistance over a few weeks then a consultant might need to be hired to complete the work. It was suggested that a museum or other similarly funded organization be outreached to and information about how they do their fund-raising gathered and considered for discussion on membership types.

Membership cost for students is still being explored. It was suggested that a cost of \$25/student be charged to access the CAMConnect website. Students would pay this cost as part of their fee for a course at one of the area colleges or universities. Registration and credit card acceptance on line is being looked into by Jeff as fiscal agent. The concern is that multiple students would log on under one users password and logon.

Motion 2: Motion was made to move forward with the new ideas for types of membership (see Derek's e-mails to us on this matter): premium membership, fee for services and student membership. (To be voted on by e-mail vote of the Board.)

Membership Development Consultant: Derek's April 21, 2005 correspondence to Executive Committee members references the need to bring a Membership Development Consultant on board. This would be for a 3 – 6 month period on a part-time basis and be funded for up to \$10,000. This person would set up informational meetings in the community to educate the community about CAMConnect. This would allow Derek to focus more on grant writing. Derek will be responsible for creating the Scope of Work for the Consultant.

Motion 3: Motion was made to allow Derek Ziegler to hire a Membership Development Consultant at up to \$10,000. (To be voted on by e-mail vote of the Board.)

Marketing Consultant: Jerry Harris noted that he has someone he could recommend for this position that CAMConnect would be able to give n the task of obtaining \$50,000 in memberships and that person would come through for us. Further discussion on this matter was tabled until the July Board meeting.

4) Approval of 2005 Budget: The budget was reviewed (may be found on the website). Jerry Harris noted that additional funds would likely be needed for outreach. Chris DiCarlo pointed out that the budget would also need to re-visited in July if Derek is promoted to Executive Director with a likely increase in salary.

Motion 4: Motion was made for approval of the CAMConnect 2005 Proposed Budget with approval being requested until July. In July the budget will be revisited to address a probable increase in salary for Derek in transitioning to Executive Director and to address outreach needs. (To be voted on by e-mail vote of the Board.)

5) **Other Topics/Announcements:**

On May 26th there will be an Abbott indicators presentation.

On May 18th at 11a.m. there will be an expert roundtable on the City Budget and Taxes report produced by CAMConnect.

6) **Confirmation of Dates:**

Next Board Meeting will be July 21st from 2 – 4 p.m. at Catholic Charities.

Reminder: Executive Committee meetings are now the first Thursday of the month.

The next Executive Committee meeting is May 5th at the Camden Empowerment Zone.

There being no further business, the meeting was adjourned.

Minutes submitted by Hilary Colbert.