



Executive Committee Meeting Notes

July 8, 2004 10:00AM-12:35PM

Attendance: Dr. Jean Mouch, Darrell Staton, Jerry Harris, Darrell Staton, Carol Dann, Dr. Jeff Brenner (via phone), Hilary Colbert, Charles Lyons, Bill Whitlow

I. Program Manager's Report

Derek submitted the updates dated for June and July. The report contain the following:

1. **Relationship w/ ARC memo** dated 7-7-04. Staff raised questions regarding ARC relationship and gathering info. that may conflict with our stakeholders.
 - There was discussion on Carol Dann's email. "Do we need another org.?" We should avoid duplication of services.
 - Jeff Brenner explain the purpose of ARC and informed members regarding ARCC's next outreach meeting.
 - Darrell and Jean agreed that ARCC seems to fill the community outreach void that exist in CAMConnect and that we should support them especially if ARCC has the financial and community support.
 - Charles Lyons pointed out that ARCC isn't a member of CAMConnect so we shouldn't provide free service to nonmembers of CAMConnect. Charles stated that CAMConnect is a data warehouse not a research group.
2. **Policy Statement for Data Collection** – Modifications were made to the statement. The changes reflect the importance of democratization of data and CAMConnect's neutrality.
3. **Bylaw Changes** – The bylaw committee will meet July 13, 2004 to finalize changes made and will be presented at the Boar.
4. **ACTIONS:**
 - **(A) Survey w/ Hopeworks** – Modifications were recommended by Charles. Surveyor should ID himself or herself as CAMConnect reps. Jerry made the motion to approve, seconded by Darrell. *Approve unanimously.*
 - **(B) Interns for Summer/Fall** – To Authorize the fiscal agent to hire intern within a specified term. Hilary made the motion to approve, Carol seconded. *Approve unanimously*

- **(C) Authorize the hiring of David Gonzalez.** His salary will be provided out of CAMConnect funds contingent on the fiscal agent placing a certain amount not to exceed. Jerry motion, Bill seconded. *Approve unanimously*
5. **UMDNJ–COPC grant** – UMDNJ is submitting a COPC proposal. UMDNJ has identified CAMConnect as a partner. Jerry recommended that CAMConnect’s in-kind should be indicated in the proposal and UMDNJ should be clear that they can outsource services to CAMCoonect.
 6. **Membership Outreach** – 30-50 subscribers should be a target for Board members. Community Linkages, ARCC, Youth Commission and WIB – Camden Initiative are potential members. Create an informal flyer.
 7. **Board items** – Policy changes and updated projects.

An Open-Door Invitation policy is issued to all Board members and stakeholders to attend the executive committee meetings. This policy is to encourage stakeholder and board member participation as well as to utilize our Board’s expertise and resources. Visiting members or stakeholders may participate but cannot vote or be present during an executive session of a executive meeting.