

**Camp Harkness Advisory Committee  
Camp Harkness Office  
301 Great Neck Road  
May 24, 2018  
Minutes**

**Present:** Stan Soby, Shannon Aiello, Ron Rasi, MaryAnn Langton, Bev Jackson, Betsie Danforth, Jackson Pierre-Louis, Vicki Severin, Thomas Daly

**Others Present:** Carin Mancini, Rosa Quinones, Jim Coulter, Joe Zinko, John Massicotte, Ken Giannotti

**1. Call to Order:** 10:35 AM - Introductions were made

**2. Public Comments:**

**A. Proposal of Memorial for Armand Legault**

- Jim Coulter presented information regarding Armand Legault, a long-time camper at Camp Harkness. Mr. Coulter's request was to have a display case put up containing a picture and article about Armand's life to serve as a means to keep sending his message.
- Armand was a mentor who wouldn't take "no" for an answer
- He was married at Camp Harkness and was known as the "Mayor of Camp Harkness"
- He started the first Camp Harkness Board and was a member
- The proposed placement of the case would be outside the Dining Hall or near the Bath house
- Placement of the case should be wheel chair and child accessible
- Shannon motioned for the display to be placed at the Bath House. MaryAnn seconded the motion. All were in favor and the motion passed.

**3. Additions to Agenda:** None

**4. Approval of Minutes:**

- April minutes were amended as follows:
  - Physical Plant: shower heaters were replaced, not valves
  - Heather agreed to do some online fundraising using petition contacts
- February and April minutes were bundled for approval. April motioned to accept the minutes as amended. Bev seconded the motion. All were in favor and the minutes were approved.
- Bev abstained from approval of the April minutes
- Jackson abstained from approval of the February and April minutes

**5. Correspondence:** None

**6. Camp Harkness Fund:**

**A. Updates**

**i. Play Group**

- April reported that three (3) volunteers from the high school were at the last session
- A request for funding was submitted to local banks
- The group has not heard from the Kelsey Foundation
- Heather will do online fundraising
- Dates for upcoming session are all on Wednesdays: 6/27, 7/11, 7/17, 7/25, 7/31, 8/8 and 8/15 at a new time – 9:30AM to 11:00 AM
- Vicki sent information to Heather regarding funding requests
- Camp Harkness Fund no longer has 503C status which it must have to pursue grants
- The Board is seeking advice from an accountant on how to deal with this issue
- Thomas will contact DDS legal counsel for advice

## **ii. Play Group Vendor Fair**

- 10 vendors were present
- It was well attended and had positive reviews

## **iii. Summer Camp Activity Fair**

- Vicki reported that the staff was moving forward with plans for the fair and was discussing what events would happen
- A retreat was planned for October
- April passed out a flyer for Roommate Match and Provider Meet and Greet which will be presented by Creative Housing Workgroup on June 14, 2018 at Camp Harkness

## **iv. Bricks**

- Bricks have been ordered
- Ron shared that he attended an Open House held by the Hogan Family for Ginny and Jack. He read an article written by her daughter, Sharon Hogan, detailing her life and accomplishments
- Vicki stated that the brick for Ginny would be placed in an area connecting the Grace Curtis Pavilion and hydrangeas would be planted for her love of gardening. Both Ginny and Grace were part of the starting parent group
- There will be two bricks presented on June 2<sup>nd</sup> at 3:00pm

# **7. Old Business**

## **A. Camp Report**

### **i. Camp Usage/ Events**

- Vicki gave April report – see attached
- Internet will be turned on May 25, 2018
- Summer workers are on staff and assisting with phone calls, reservations and preparations for summer camp

### **ii. Physical Plant**

- Joe reported that the State Fire Marshall has signed off
- The crew would be installing the board walk at the beach
- Water is on throughout Camp
- Yellow cottages are ready for move-in
- Internet infrastructure is all in
- 51 volunteers from the Mohegan Sun
- Foxwoods volunteers painted 80% of 5 Brown cottages
- The Pavilion at the Beach was scraped and painted
- The Fire pit, grills, tables and benches have been painted
- New gas valves and locking valves have been obtained
- a) Barn Area Fence
  - Vicki and Oak Hill staff will meet with the crew regarding the fence in the Barn area
  - Ray of Light will bring small animals to camp including guinea pigs, miniature and full-size donkeys, horses and chickens
  - They have a staff certified to handle animals
  - Campers will be able to feed the animals from prepared packets
  - Carin requested a conversation with Ray of Light staff regarding removal of animals in case of disaster
  - A fence will be placed inside the existing fence

b) **Maintenance Support**

- Thomas reported that Camp Harkness has always been part of South Region Public Sector which is downsizing
- A more centralized option is considered for sustaining long-term
- Additional positions to camp staff might include dedicated staff-office assistant for reservations and maintenance
- There would be a separate group home/ Camp operations
- No final resolution has been reached and the Camp is in a holding pattern
- Vicki shared the importance of having maintenance on site at the Camp
- Thomas stressed the need for maintaining quality of service
- Stan shared that the Camp looks its best and the effort that was put into making it that way shouldn't be lost; shouldn't impact the experience of people using the Camp
- April suggested that the Committee speak to the progress of the Camp
- Stan will draft a statement
- It should be noted that safety is part of maintenance

iii. **Internet Service**

- Work has been completed – start up is May 25, 2018
- There will be a code for offices and a guest code that can be changed

iv. **Gate**

- The gate is now operational

**B. DDS Updates**

- Thomas reported a user agreement is being pursued for Oak Hill petting zoo
- Retreat sessions with staff, families and providers is finished – recommendations will be made on how to use monies
- All accounts are in balance for end year budget
- Surplus will be used to pay for services
- Wage increases for private providers was passed
- Carin gave an update on conversions
- Jackson shared that CCH was looking for providers
- It is possible that 60 placements will license
- Stan stated family advocacy has made a huge difference in standing with providers to help stream-line the licensing process

**C. Advocacy**

- Continue to contact State Legislators

**D. Youth Day Camp**

- Not feasible
- Vicki stated that she wanted to plan a fall meeting to discuss options for next year
- Need to address the huge need, particularly in August
- Need to discuss how to make it sustainable

**E. CHAC Vacancy**

- No word

**9. Adjournment:** 12:13pm

**Next Meeting:** June 28, 2018 at Camp Harkness

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