

Special Board Meeting – Fundraising Dinner

August 28, 2015

This special meeting was held at the Northeast Independent Living Program Center at 20 Ballard Road, Lawrence, MA 01843 and began at 7:20 PM.

Attending: Rachael Chambers-Stanley, Andrew DeCarlo, Adam Rajczyk, Daniel Rajczyk, Eva Rajczyk, Lisa Rajczyk, and Tom "Woody" Wood

FUNDRAISING DINER

1. Dinner menu, etc.
 - a. Menu is all set: Spanish & Italian Buffet - \$900 (\$450 down-payment already made)
 - b. Diego Catering – willing to accommodate people with allergies
 - c. Everything to be finalized one week prior to event
2. Raffle
 - a. Tickets should have place for name, address, phone, & possibly e-mail
 - b. Drawing should be near the end of diner
 - c. All items should be raffled off individually as opposed to in baskets
3. DJ
 - a. Needs clarification
 - b. How long does it take to set up
 - c. Possibility of ½ hour extension (7:00 – 11:30 PM) if cost is no more than \$50
4. Sponsors
 - a. James Patrick O'Donoghue - \$500
 - b. Pentucket Bank - \$400
 - c. Katalin Baltimore - \$250
5. Role assignments for dinner
 - a. Woody & Daniel – Greeters
 - b. Eva – Registration
 - c. Lisa & Adam – Raffle tickets/Registration
 - d. Rachael – Entertainment coordinator
 - e. Andrew – Over-all coordinator/Troubleshooter
6. Entertainment
 - a. Magician
 - i. 45 min show
 - ii. Things to find out
 1. Is there a stage?
 2. Is there a podium?
 - b. Rachael will sing
7. Program booklet – Tim Coco recommended printer – needs only 1 week

LEASE PROPOSAL

1. Class Inc. has space that they would be willing to rent to us for \$50 - \$100 a month.
2. We should push for \$50
3. Sean Bardoo (see BOARD MEMBERSHIP) will draft the proposal for us

4. Should be reviewed at next month's Board meeting
5. No sharing with Bridge Builders
6. We should go for it as soon as it is feasible
7. Daniel has appointment with Jessica Neilsen of the Foster Sullivan Group of Methuen to discuss necessary insurance

PARTNERSHIP WITH BRIDGE BUILDERS

1. Not an option at this time
2. Since we have not even started to operate our nonprofit, we cannot provide an umbrella for another organization
3. Legally very complicated
4. Insurance would be problematic

BOARD MEMBERSHIP

1. Darrell "Dee" Byas
 - a. Although she has impressive credentials, not sure how she would benefit our organization
 - b. The fact that she is CEO of Bridge Builders may prove to be a conflict of interest
 - c. She would be privy to our private copyrighted materials
2. Sean Bardoo
 - a. We need someone like him
 - b. Very impressive credentials
 - c. Approval tabled until next regular meeting

OTHER

1. Brochure
 - a. Should be finalized now that Tim Coco has provided us with a working template
 - b. Board members should review and critique as soon as possible
 - c. Cost will be \$100 +\$20 for shipping and handling
2. If we want, Tim can print some invitations
3. Lisa and Eva (in place of Rachael) will appear on Tim Coco's **Open Mike Show** on September 21 on WHAV (<http://www.whav.net/>)
4. Monthly meeting postponed until September 28

The meeting adjourned at 9:00 PM.

DATES TO REMEMBER

Bread & Roses Heritage Festival – Monday, September 7, 2015 – Lawrence Campagnone Common (12:00– 5:00 PM)

Farm Day – Sunday, September 20, 2015 – Tattersall Farm, Haverhill (12:00 PM – 5:00 PM)

Monthly Board Meeting – Monday, September 28, 2015 – 20 Ballard Road, Lawrence, MA (7:00 – 9:00 PM)

Respectfully submitted,

Eva

Eva Rajczyk
Secretary