

Monthly Board Meeting

October 16, 2017

The monthly meeting was held at 60 Island Street, Lawrence, MA 01840 and began at 6:39 PM.

Attending: Phil Brown, Andrew DeCarlo, Eric Janowski, Adam Rajczyk, Daniel Rajczyk, Eva Rajczyk, and Thomas Wood

MINUTES

A motion was made by Daniel Rajczyk and seconded by Andrew DeCarlo to accept the consent agenda of August 21, 2017 as presented to the Board by Daniel Rajczyk. The Board unanimously voted to accept.

TREASURER'S REPORT

Not available due to computer glitch; tabled to November meeting.

EXECUTIVE DIRECTOR'S REPORT

- Daniel Rajczyk reported that he had a meeting with Ellen Chambers and her 25-year-old daughter, Sarah, a student makeup artist ([see attached flyer](#)). She is looking for volunteer opportunities to practice her craft by offering free makeup sessions. Daniel asked them if they would consider having Sarah do her makeup sessions as part of a fundraising activity. Mrs. Chambers thought that it was a good idea and came up with the following plan: we would charge \$55 a makeover of which Asperger Works would get \$48 and Sarah would receive \$7.
- Daniel Rajczyk reported that he has been attending meetings with the Friends of Kevin group. Kevin Willett has set up a tentative date (November 6) for an interview with Daniel for a community TV program he hosts in Dracut. He needs Daniel to submit up to 15 questions from which he will choose some to ask in the interview. Tom Wood indicated that he would be happy to be part of the interview.

FUNDRAISING

- Phil Brown, a member of our Advisory Board joined us with his idea of a fundraising activity. Phil is a consultant for Boosters Zone (<http://boosterszone.wixsite.com/mysite>), a company that publishes books as fundraisers for schools and non-profit organizations.
- He indicated that we would have to sell the ads to local businesses (Lawrence, Haverhill, Methuen, the Andovers) that would pay for the cost of publishing (between \$500 to \$1000) and would generate enough money for AWorks to warrant the effort of selling ads. Phil would compile the necessary information (for instance, *Famous Italians in the Merrimack Valley*). [See attached information distributed by Phil.](#)
- We asked Phil to provide us with details on how this whole idea works, which he said he would provide.
- After Phil left, the Board continued to discuss the proposal. Since everyone had some questions about this type of fundraiser, we agreed that everyone will send Eva Rajczyk their concerns, which she will then forward to Phil.
- Daniel Rajczyk made a motion to table all discussion until we hear more details from Phil. Andrew DeCarlo and Tom Wood seconded the motion. It carried unanimously.

SUPPORT GROUP

Tom Wood reported that the 1st Board Game Social was held on Saturday, September 30 at 60 Island Street. Attendance was small but there was interest expressed. The next Board Game Social will be held on October 28th.

INTERNSHIPS / VOLUNTEERS

- Eva Rajczyk reported about the three intern-volunteers who worked with Asperger Works during the summer and that we will be assigned more volunteers from China in the future.
- We also have two interns from Middlesex Community College who will be working for AWorks from October through December.

NEWSLETTERS / EMAILS

Eva Rajczyk brought up the fact that Board members don't open the reminder newsletter email forwarded to them through Constant Contact, which usually contain copies of the agenda, minutes from previous meeting, and the treasurer's report. She said that it was important to open these newsletter/emails in preparation for the coming Board meeting and asked that everyone acknowledge the receipt of both newsletters and emails. Board President Daniel Rajczyk asked Eva to send all meeting notifications through the use of Constant Contact, which tracks whether or not these notifications have been seen.

SANTA PARADE

This year's Haverhill Santa Parade will be held on Sunday, November 19th. Those present at the meeting agreed that we should participate, including Tom Wood, who would be driving his car. Eva Rajczyk indicated that she will contact the Parade organizers to ensure that Tom's car would be included whether decorated or not. Eva Rajczyk made a motion to have Asperger Works participate in the Parade. Both Adam Rajczyk and Tom Wood seconded that motion. It carried unanimously.

DINNER OF HOPE

Discussion was tabled to the next meeting since Dinner Committee Chairwoman Marion Donahue was unable to attend tonight's meeting.

COMMUNICATION

Again, Daniel Rajczyk brought up the problem of communication between Board members. There are those who are very good at responding to emails; but there are others who rarely indicate that they read what is being sent. He reiterated the necessity for good communication to ensure that we are all on the same page. A simple response of "Thanks" would be fine for acknowledging receipt of an email.

OTHER

Daniel Rajczyk mentioned that the networking apparatus we are renting from Verizon is not receiving a strong enough signal for smooth operation of our laptops and printer in the office. He said that he found an antenna attachment ([Dual MIMO Verizon NETGEAR AC791L Hotspot BLADE External Antenna w/Mounting Velcro](#)) that should enhance the signal. It costs \$52.99 – members of the Board donated towards the purchase of this apparatus.

Adam Rajczyk made a motion to adjourn the meeting. It was seconded by Andrew DeCarlo and carried unanimously. The meeting formally adjourned at 8:27 PM.

DATES TO REMEMBER

Support Group Board Games Social – Saturday, October 28, 2017 – 60 Island Street, Lawrence, MA
(2:00 PM – 4:00 PM)

VFW Santa Parade – Sunday, November 19, 2017 – Place and other details TBA

Dinner Committee Meeting - TBA

Monthly Board Meeting – Monday, November 20, 2017 – 60 Island Street, Lawrence, MA (6:30 PM – 8:30 PM)

Minutes respectfully submitted to the Board by

Eva

M. Eva Rajczyk
Board Secretary



Make Up Artist-in-Training

Sarah Chambers

Available for **free of charge** make up application!

by appointment

Sarah is training with internationally renowned make up artist, David Nicholas. David has worked with many celebrities including

Tom Bergeron	Sarah Jessica Parker
Tom Selleck	Joel Gray
Chaz Bono	Florence Henderson
Olympia Dukakis	Ellen Pompeo
Ted Danson	Barbi Twins
Alex Newell	Sandy Duncan
Sugar Ray Leonard	Ian McKellen

The photos here depict some of Sarah's work under the direction of David Nicholas International.

Schedule an appointment with Sarah for a free make up application. She will come to your location.

Choose a natural look, a dramatic look, or something in between!

Text Sarah at 978 430 4422

call her at 978 433-2550

or send an email to

emchambers123@gmail.com



Sarah Chambers 141 River Road Pepperell, MA 01463



Book Fundraising Program

Quantity	Wholesale Price per Book	Suggested Retail Price per Book	Profit per Book	Total Profit
250	\$14.00	\$21.00	\$7.00	\$1,750
500	\$12.00	\$21.00	\$9.00	\$4,500
1,000	\$10.00	\$21.00	\$11.00	\$11,000

Funds for books can be raised by selling ads to local businesses or by selling memorials.

Suggested ad/memorial prices:

Full page: \$200

Half-Page: \$150

Quarter-Page: \$75

Printer Costs

Approx. \$4.00 per book

Design Costs

\$500 - \$1,000