



## Monthly Board Meeting

December 18, 2017

The monthly meeting was held at 60 Island Street, Lawrence, MA 01840 and began at 6:50 PM.

Attending: Andrew DeCarlo, Eric Janowski, Adam Rajczyk, Daniel Rajczyk, Eva Rajczyk, Richard Rodriguez, and Thomas Wood

### MINUTES

A motion was made by Tom Wood and seconded by Eric Janowski to accept the minutes of October 16 as presented to the Board on November 20 and November 20 as presented to the Board by Eva Rajczyk. The Board unanimously voted to accept both.

### TREASURER'S REPORT

Previous Balance (as of 10/31)	\$ 858.12
Deposit	\$ 1,257.25
Total	\$ 2,115.37
Disbursements	<u>- \$ 544.23</u>
<b>Total</b>	<b>\$ 1,571.14</b>

A motion was made by Andrew DeCarlo and seconded by Tom Wood to accept the treasurer's report as presented to the Board by Adam Rajczyk. The Board unanimously voted to accept.

### EXECUTIVE DIRECTOR'S REPORT

- Daniel Rajczyk reported that he met a person at the last meeting of the Nashua Robot Builders Club who volunteered to fabricate a professional-looking sign for our office. He did not remember the man's name but will provide it for us at our meeting in January.
- Daniel also reported that he has signed up for a networking app called Shapr. It's "goal is to create an environment in which networking is more of a second nature, rather than a daily hassle. Shapr provides you the fastest way to network every day while avoiding the awkwardness of sending or rejecting requests to connect."
  - Through this app, he connected with a gentleman who trains people to become better public speakers. He does charge for his services but indicated that he will look into finding us a sponsor to pay.
  - He also will be meeting with Saroj Bhandari, whose organization would help spread our message. Daniel will be providing us with more information at a later time.

## **SUPPORT GROUP**

Tom Wood reported that the social event, Holiday Gathering, held on December 16th was attended by three individuals. It is hoped that future events will be better attended.

## **EMPLOYMENT TEAM REPORT**

- Tom Wood reported that the scheduled meeting with Mario Marquez was cancelled and not yet rescheduled.
- Tom Wood also informed us that Mitchell Barney has found employment working at a help-desk at a call center. Tom and he agreed that they would be in contact once-a-week so that we could monitor his progress and so that he would be assured that Asperger Works is ready to provide support when needed.
- The meeting scheduled between our third client, Sam Thomson, and Tom Wood and Andrew DeCarlo has been postponed indefinitely but that Eva Rajczyk has asked that his paperwork be submitted to the Team by no later than December 22.
- Eva Rajczyk reported that Mario Marquez has been volunteering at our office and has proven to know much more than he has lead us to believe in previous contacts. Eva will continue working with him in the weeks and months ahead.

## **YEAR-END FUNDRAISING**

- Eva Rajczyk will be mailing out fundraising emails through the end of December.
- Fundraising letters and sponsorship packages will go out during January, 2018.

## **DINNER OF HOPE**

Inasmuch as Marion Donahue, our Dinner Chairman was not present at the meeting, her report and further discussion was tabled until our December meeting.

## **OTHER**

- Daniel Rajczyk told us about Liz Esperanza, an English professor at NECC who has begun an art project for disabled students. She will be forwarding us a proposal regarding how we could benefit each other. Her project involves having us display a piece of artwork by one or more of her students.

- Eva Rajczyk presented the Board with the [Volunteer Status Report](#) provided by our Volunteer Coordinator, Lisa Rajczyk.

Tom Wood made a motion to adjourn the meeting. It was seconded by Eric Janowski and was unanimously approved by the Board. The meeting formally adjourned at 7:48 PM.

#### **DATES TO REMEMBER**

**Monthly Meeting** – Monday, February 19, 2018 – 60 Island Street, Lawrence, MA  
(6:30 PM – 8:30 PM)

Minutes respectfully submitted to the Board by

*Eva*

M. Eva Rajczyk

Board Secretary

# ASPERGER WORKS INC.

## Status Report for Board Meeting

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### Volunteer Coordinator

**Lisa Rajczyk**  
**12/18/2017**

Lisa Rajczyk is the Volunteer Coordinator of Asperger Works.

## **MS. ERIN COLLIGAN**

Erin Colligan contacted Asperger Works through Volunteermatch.com. I have been corresponding with her ever since. She stressed her interest in either becoming a volunteer or a board member. I directed Ms. Colligan to our website for more information and advised her to fill-out the necessary paperwork as a first step in the application process for either positions.

I believe Ms. Colligan would be a great asset to our organization judging by her background. She has much experience in the area of people with disabilities. I also feel that her talents would be best utilized on the employment team. She has major experience in this field.

As soon as Ms. Colligan completes the application process, I and or other members of the Team, depending on what she will be applying for, will set-up a time to meet with her to conduct an interview. Since she would not be paid staff, we would have to be flexible in deciding when would be the best time for Ms. Colligan meet us.

## **MARIO MARQUEZ**

Mario Marquez has been volunteering regularly at the office. He has many talents that we are beginning to discover. Since Eva Rajczyk is working directly with him, she will provide a more complete update.

I would be happy to discuss updated information regarding prospective and current volunteers for AWorks at a future Board meeting.