

## Monthly Board Meeting

October 19, 2015

The monthly meeting was held at the Northeast Independent Living Program Center at 20 Ballard Road, Lawrence, MA 01843 and began at 7:10 PM.

Attending: Rachael Chambers-Stanley, Andrew DeCarlo, James Patrick O'Donoghue, Adam Rajczyk, Daniel Rajczyk, Eva Rajczyk, Lisa Rajczyk, and Tom "Woody" Wood

### MINUTES

A motion was made and voted on to accept the minutes of September 28, 2015 presented to the Board by Eva Rajczyk.

### TREASURER'S REPORT

|  |                          |
|--|--------------------------|
| Previous Balance (as of 9/30 Bank Statement) | <b>\$2,227.10</b>        |
| Deposit                                      | <b><u>\$1,009.50</u></b> |
| Total  | <b>\$3,236.60</b>        |
| Disbursements                                | <b>-\$ 725.67</b>        |
| <b>Total</b>                                 | <b>\$2,510.93</b>        |

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A motion was made and voted on to accept the treasurer's report presented by Adam Rajczyk and file it for audit.

### FUNDRAISING DINNER DEBRIEF

1. Although we did not get as many guest to attend as we hoped, the dinner was a success
2. Venue and food were not what was promised; we will not be returning to the Elks next year
3. Check out venues in Haverhill as soon as possible for possible September 17 or 24, 2016 Dinner of Hope.
4. Thank-you letters have been sent to all donors and sponsors; dinner webpage updated with donor and sponsor information
5. Revenue:
  - a. Ticket Sales: \$2,065.00
  - b. Raffle and Cash Donations (during dinner): \$249.00
  - c. Total Donations: 2,560.30
6. In-Kind Donations:
  - a. Raffle Items: \$776.95
  - b. Other: \$3,484.00
7. Total Expenses: \$1,712.16

### LEASE PROPOSAL – CLASS INC.

1. Daniel contacted Darrell "Dee" Byas of our decision not to sponsor her nonprofit; she, in turn, indicated that she had a feeling about it and that she started the 501(c)(3) process for herself.

2. It was agreed that Daniel will contact Robin Ellington of Class Inc. regarding change of plans about sharing office space and will schedule another visit to the place prior to presenting lease proposal.
3. Question about handicap-access bathroom in or near proposed office space was brought up.

## **BOARD FOLDER**

Eva presented each member of the Board with a Board Folder with all information pertaining to Board business

1. Of greatest importance are the By-Laws, which need to be reviewed periodically and amended when necessary.
2. There was question of term-of-service on Board. Presently, it is two years but until we have more Board members, it may be necessary to serve longer. (According to our By-Laws, after two years, a person needs to take off a year before returning to Board.)

## **BOARD MEMBERSHIP**

1. Once more the discussion turned to Darrel (Dee) Byas' application for Board membership. It is a touchy situation since we all agreed that her acquaintance, Sean Bardoo, would make an excellent addition to the Board. When Adam and Eva return from their vacation, Daniel and Eva will work on an e-mail (or letter) to send Dee with input from the rest of the Board.
2. Kate Collins-Wooley PhD, a former Director, was unanimously accepted as a member of our Advisory Board.
3. Woody suggested a friend, David Hardwick. It was agreed that Woody would ask Mr. Hardwick to fill out our online application form.

## **REPORT ON PUBLIC FORUM**

Woody testified at the Mass State Committee for Under/Unemployed Disabled Adults; told them that people with disability are languishing at present and that they don't need a hand-out but rather a hand up. He also made sure that the Committee knows about Asperger Works.

## **5K WALK/RUN**

1. Lisa mentioned possible sponsorship by Club Loco(?) of Lowell
2. Daniel needs to speak with Chief of Police regarding event (April 2, 2016), including possible use of the Lawrence Auxiliary Police for crowd-control, etc.
3. We may need to contact Central Catholic for permission to use parking lot as staging area.
4. We should contact New Balance as a sponsor for event.
5. Andrew will start planning process since he has participated in a number of 5K runs in the past.

## **OTHER**

1. Support Group for adults 18 and over
  - a. To meet 1st Saturday of every month from 2:00 to 4:00 PM, initially at 20 Ballard Road, Lawrence (pending permission)
  - b. 1st meeting to be held on November 7th.
  - c. Woody volunteered to create and distribute the flyer.
  - d. Daniel will create sign-in sheet and Rachael will provide Survey sheet.

- e. There was a discussion about the survey sheet and its administration with Rachael of the opinion that it should be formally presented to those present; Andrew felt that the survey forms should be placed on a table and participants informed about them without any specific time for completion.
2. Membership in the Greater Merrimack Chamber of Commerce
  - a. Advisory member, Katalin Baltimore won the raffle and donated it back to AWorks
  - b. Daniel will register us as soon as he can.

The meeting adjourned at 8:52 PM.

#### **DATES TO REMEMBER**

**Monthly Meeting** – Monday, November 16, 2015 – NILP, 20 Ballard Road, Lawrence (7:00 PM – 9:00 PM)

**Haverhill VFW Santa Parade** – Sunday, November 22, 2015 at 1:00 PM - Wood School off of Laurel Avenue in Bradford

**AWorks 5K Walk/Run** – Saturday, April 2, 2016 – details TBA

Respectfully submitted to the Board,

*Eva*

Eva Rajczyk  
Secretary