

Monthly Board Meeting

March 20, 2017

The monthly meeting was held at Pentucket Bank at 1065 Osgood Street, MA 01845 and began at 7:03 PM.

Attending: Andrew DeCarlo, Marion Donahue, Eric Janowski, Adam Rajczyk, Daniel Rajczyk, Eva Rajczyk, and Thomas Wood

MISSION STATEMENT

We reviewed the AW Mission Statement to remind us of what our mission is.

MINUTES

A motion was made by Andrew DeCarlo and seconded by Eric Janowski to accept the minutes of February 27, 2017 as presented to the Board by Eva Rajczyk. The Board unanimously voted to accept.

TREASURER'S REPORT

Previous Balance (as of 02/28)	\$ 1,498.90
Deposit	\$ 287.45
Total	\$ 2,174.35
Disbursements	-\$ 676.28
Total	\$ 1,498.07

A motion was made by Eva Rajczyk and seconded by Andrew DeCarlo to accept the treasurer's report as presented to the Board by Adam Rajczyk and to file it for audit. The Board unanimously voted to accept.

REPORT FROM EXECUTIVE DIRECTOR

- Daniel Rajczyk reported that we have a new Advisory Board member, Tricia Owens, a psychologist specializing in Asperger's.
- Daniel Rajczyk asked the Board to consider changing the our operation year from calendar year (January 1/December 31) to fiscal year (July1/June 30). He indicated that this would be helpful when writing grants, since most grantors use the fiscal year for their grants.
- Eric Janowski was charged with looking into the process and reporting back at our next meeting.

REPORT ON SUPPORT GROUP

- Tom Wood reported that somehow people are just not showing up to meetings even though he advertises the group's existence.
- There was a robust discussion about the online MeetUp (allowed to expire – too expensive), lack of engagement of those who had signed up, with a design that did not meet our needs, etc.
- Eva Rajczyk reported that she started a private group on Facebook (<https://www.facebook.com/groups/WatercoolerLive/>). Membership is by invitation or approval only.
- There was a discussion about the need for flyers and their distribution (paper and online)

- Andrew DeCarlo commented that one of the reasons people don't show up is because of the location (NILP). It is not easily reached by public transport, which is a problem for many. He suggested moving the meeting to the Andover Public Library and agreed to reserve space for April 1.

SPONSORSHIP PACKET/DINNER OF HOPE

- Eva Rajczyk reported that only Marion Donahue, Daniel Rajczyk, and she contributed to the list of companies (including contact information and addresses)
- Contact lists for newsletter
 - Marion Donahue indicated that she will be sharing her list over the weekend.
 - Everyone else was also asked to share their lists.
- Marion Donahue will get in touch with us regarding date(s) for Dinner Committee meeting.

MARKETING

There was a robust discussion about our marketing needs, what we are using our funds for, etc.

- It was agreed that Daniel Rajczyk will look into using STRIPE to replace PayPal
- Eric Janowski suggested that we give people "gifts" for donations (must figure out logistics)
 - Pens – Marion Donahue
 - Nail files – Marion Donahue
 - T-shirts – Adam Rajczyk
 - Water bottles – Eric Janowski
 - Buttons – Lisa Rajczyk
- Eric Janowski also suggested that we set up an online store to allow people to buy various AWorks-related products (look into Cafe Press). Eva Rajczyk said that she will contact her online Wordpress guru to see how to set up an e-commerce page on our Website.
- Daniel Rajczyk informed members of his upcoming meeting with JT Torres, who is the Founder/President of NE Veterans Liberty House, and the man who does cold-call marketing for his organization. JT says that this would not cost us anything, but we would be able to enhance our bank account. The way it works is that the marketing company takes care of the calls, etc. They get 80% of the profit. 20% goes to us. When we no longer need them, we can end the relationship.
- Eric Janowski expressed concern that we have spent a lot of money paying our job coach, Judy Hinkle, without much observable benefit – we still have no client placed in a job, etc. and suggested – with agreement from all present – that she should not be paid for anything except job-related work.

SOCIAL MEDIA ETIQUETTE

- Daniel Rajczyk brought up the fact that all of us MUST separate our personal social media accounts (like Facebook) from our AWorks-related accounts.
- Eva Rajczyk mentioned that she has two account on Facebook, one for her political activities and the other for AWorks. Twitter and some other social media companies make it easier to separate involvement by allowing accounts to be set up in the name of our organization without connection to any other Twitter account, for instance (<https://twitter.com/AspergerWorks>). This is not possible with Facebook.

OTHER

- Internship Fair on March 23 from 3:00 PM – 5:00 PM at UMass Lowell – University Crossing – Maloney Ballroom (Room 255) – everyone is asked to come and participate.

Daniel Rajczyk made a motion to adjourn the meeting. It was seconded by Tom Wood and was unanimously approved by the Board. The meeting formally adjourned at 8:45 PM.

DATES TO REMEMBER

Internship Fair – Thursday, March 23 – UMass Lowell, University Crossing, Lowell (3:00 – 5:00 PM)

AWorks Support Group Meeting–Saturday, April 1, 2017–TBA (2:00 – 4:00 PM)

Dinner Committee Meeting - TBA

Monthly Meeting – Monday, April 17, 2017 – Pentucket Bank at 1065 Osgood Street, MA 01845 (7:00 PM – 9:00 PM)

Minutes respectfully submitted to the Board by

Eva

M. Eva Rajczyk
Board Secretary