

# Asperger Works

## Monthly Board Meeting

January 16, 2019

The monthly meeting was held at 60 Island Street, Lawrence, MA 01840 and began at 6:43 PM.

Attending: Marion Donahue, Karen Merrill, Rachel McMeen (via Skype), Adam Rajczyk, Daniel, Rajczyk, and Eva Rajczyk

### MINUTES

A motion was made by Karen Merrill and seconded by Adam Rajczyk to accept the minutes of December 19, 2018 as presented to the Board by Eva Rajczyk. The Board unanimously voted to accept.

### TREASURER'S REPORT

A motion was made by Karen Merrill and seconded by Eva Rajczyk to accept the treasurer's reports of December 19, 2018 and January 16, 2019 as presented to the Board by Adam Rajczyk. The Board voted unanimously to accept.

### EXECUTIVE DIRECTOR'S REPORT

Daniel Rajczyk did not have anything new to report.

### ANDREW DECARLO

- A motion was made by Karen Merrill and seconded by Marion Donahue to remove Andrew DeCarlo from the Board with the option of future review when both his health and legal situation improves. The Board voted unanimously to accept.
- Eva Rajczyk will write Andrew an email regarding the Board's decision.

### VOLUNTEERS

- Eva Rajczyk reported on the student volunteers from China. From January 16 through March 1 there will be three students working with our organization.
- Rachel McMeen proposed that Kevin H. should work on organizing spreadsheet for Dinner of Hope and also proposed working with our Chinese volunteers on organizing raffle with a meeting scheduled for January 25.

### IT

Tabled until next meeting.

## **BACKGROUND CHECK**

The Board discussed the need for background checks on all volunteers (not students local or foreign since they are given background checks by schools/government). The Board agreed that we would conduct background checks through Verified Volunteers.

- One-time application fee is \$75.00, which was generously donated to the organization by Karen Merrill.
- Money will not be due until 1<sup>st</sup> background check.
- Daniel Rajczyk will take care of the application process.
- A motion was made by Daniel Rajczyk and seconded by Marion Donahue that we will start doing background checks for current sitting Board and Advisory members and moving forward all office volunteers and Board and Advisory members. The Board unanimously voted to accept.
- Maximum number of people first year would be 20.
- Board and Advisory members would be asked to pay for their own background check (\$13.00)
- Asperger Works would pay for volunteers and employees

## **DINNER OF HOPE, 2019**

- Eva Rajczyk will begin setting up necessary action items using TEAMS. Every Board and Advisory member should help with sponsorships and soliciting businesses for booklet ads.
- Volunteers will work on flyers, postcards, and booklet covers

## **OTHER**

- Rachel McMeen reported that Dunkin would like to have us do a workshop about how to get a job possibly on a Saturday 10 – 12 or 12 – 2.

Daniel Rajczyk made a motion to adjourn the meeting. It was seconded by Eva Rajczyk and was unanimously approved by the Board. The meeting formally adjourned at 7:48 PM.

Minutes respectfully submitted to the Board by

*Eva*

M. Eva Rajczyk

Board Secretary