

**Volunteers Assisting the Disabled
Board Meeting
Minutes
October 24, 2018**

Board Members:

Present- Brandon Lesner, Keith Moss, Ronita "Peach" Ptaszek, Carina Grennan, Mary Barry-Bodine, Sue Harris, Jay Lamky

Not Present- Linda Johnson

VAD Members Present: Kendra Verran, Coleen Hella, Jacquelyn Bodine, Erin Bodine, David E. Bodine, Patt Dutchik, Michael Powell, Salma Essaili, Melissa Ross, Jessica Parrish

Visitors: Zack Powell, Gracie Ross, Donnie

I. Opening- The October 24, 2018 meeting of Volunteers Assisting the Disabled at Royal Oak Beaumont was called to order at 7:14pm by Brandon Lesner.

II. Previous minutes (Peach): The August 22, 2018 meeting minutes were reviewed. No changes needed. A motion was made by Mary Barry-Bodine to accept the minutes, seconded by Carina Grennan, all ayes.

III. Communications (Peach): A few thank you cards have been mailed since the last meeting.

IV. Financial Reports (Keith): Keith presented the May, June, July, August and September 2018 financial reports to the board. Motioned made to accept the financial reports by Peach, seconded by Carina, all ayes, financials approved.

V. Old Business:

- A. Chili Cook-off- This year's Chili Cook-off fundraiser was another great success with a profit of \$14,918 for VAD.
- B. Job Descriptions/Responsibilities- At the last closed meeting we discussed having written job descriptions and responsibility for certain roles including board members/officers, camp manager, and event chairs. We used to have some job descriptions in the past but Mary cannot find them. Michael will check to see if he can find his hard copies of the job descriptions.

VI. Current Business:

- A. Camp Manager: We will be sending out a notice on Facebook, on the VAD website and to the VAD email group asking if there is any interest in being camp manager. The candidates will be discussed and voted on in a closed board meeting and the camp manager chosen will be chosen and announced.
- B. Committees:
 - 1. Special Needs Committee: Linda Johnson has volunteered to chair this committee.
 - 2. Marketing and Outreach Committee:
 - Members: Janeen Moskal, Claire Abraham, Chris West and Jake Wedlick.
 - Focus: This group will focus on outreach, website/social media, grants and fundraisers.
 - Promoting VAD: Kendra shared that she made DVD's of the camp slideshow and sent them to the campers who requested them. The photos from the slide show can be used to promote/market VAD but without the music (because of copyright issues). It would be helpful to have a DVD about VAD to give with grant requests or to share with those we'd like to partner with. Claire Abraham and Barb plan to work up something for a video. McKenna might have some footage. Brandon can help with this also.

- VAD website: the 2018 camp photos are not yet posted to the VAD website because the website does not sync to Google at this time. Maybe we can use Photobucket and put a link to it on the VAD website.

C. Events:

1. Thanksgiving Dinner (Sue Harris): The dinner is scheduled for Saturday, Nov. 17, 2018.
 - Sue's family and her Renaissance Festival friends run the whole event.
 - We still need cooked turkeys donated and brought to the church by noon. Cash contributions will get doubled by Sue's husband Dave's employer.
 - Please talk to people in your cabin and other VAD contacts about coming to the dinner. It's a nice get-together and it's free. It is OK to bring guests. Please RSVP.
 - A flyer was passed out at camp on the last day to help promote this dinner.
 - Good news. Melissa said that the church is not charging us this year so no check is needed for hall rental.
2. Winter (or Spring?) Gala: This year's gala is scheduled for March 23rd.
 - We are looking for a chair for this event. Kendra volunteered to chair it once several VAD members (Michael, Patt, Peach, Carina, Jessica, Melissa) volunteered to be on the planning committee for it.
 - More good news. We already have a \$4,000 sponsor from Grennan Construction for the gala.

VII. New Business:

- A. VAD Table at Health Fair: Melissa's church is having a health fair this Sunday at 11:30 and asked that VAD set up a booth about what we do (along with the health organization booths). Brad and Melissa will be there with the display board, business cards, VAD swag (bags, cups and koozies) and a laptop to run the camp slide show. Jessica and Ian volunteered to be there to help promote VAD.
- B. Business cards: Some of the VAD contact information will be or has changed since the last time the business cards were ordered. We need to have cards with the correct phone number, email address and website address. Currently the old email is being forwarded to the new one so that no correspondence will get missed. Motion made by Jay and seconded by Carina to order a box of cards with the new information. Keith will handle this.
- C. Miscellaneous Issues:
 1. Social Media: Coleen had a concern that comments/humor on social media by those who represent VAD might come off as offensive or otherwise negative. It was agreed that we should be careful on social media regarding privacy or any joking/comments/discussion that might be taken the wrong way.
 2. Disagreements: There was also discussion regarding incidents and disagreements that happened at camp, at the first meeting after camp and discussions that have taken place with those who were not involved. It was decided that we all need to move past those issue and that we can all be more diligent about being sensitive to other people's feelings. Hopefully written job descriptions/responsibilities will help with this as well. It is hoped that in the future we can disagree but still remain friends so that we are all doing what is in the best interest of VAD.
 3. Giving Tuesday- Janeen Moskal set up a Giving Tuesday event on Facebook. Anything donated is normally doubled but we missed getting our non-profit status in on time last year. We did receive donations however they were not doubled. NOW though we are properly registered for this.

VIII. Closing: Motion was made at 8:08pm by Keith to close the meeting. Seconded by Carina.

The next board meeting is the scheduled for Wednesday, January 23, 2019 (4th Wed. of the month) at 7:00pm at Royal Oak Beaumont Hospital.

Respectfully submitted,

Ronita "Peach" Ptaszek
VAD Recording/Correspondence Secretary