

Volunteers Assisting the Disabled

Board Meeting

Minutes

February 27, 2019

Board Members Present- Linda Johnson, Keith Moss, Ronita "Peach" Ptaszek, Carina Grennan, Mary Barry-Bodine, Sue Harris, Jay Lamky; **Not Present**- Brandon Lesner

VAD Members Present: David A. Bodine, Carol Calvert, Kathy D'Angelo, Salma Essaili, Kenny Haran, Lorraine Haran, Michelle Haran, Jeremy Head, Jillian LaMothe, Ian McIlhargey, Vanessa Mills, Jessica Parrish, Michael Powell, Brad Ross, Melissa Ross, Pam Shroat, Rosie Whitcher-Appel

I. Opening- The February 27, 2019 meeting of Volunteers Assisting the Disabled at Royal Oak Beaumont was called to order at 7:04pm by Linda Johnson.

II. Previous minutes (Peach): The October 24, 2018 meeting minutes were reviewed. No changes needed. A motion was made by Mary Barry-Bodine to accept the minutes, seconded by Linda Johnson, all ayes.

III. Communications (Peach): Several thank you cards and sunshine cards had been mailed out since the last meeting.

IV. Financial Reports (Keith): Keith presented the October 2018, November 2018, December 2018 and January 2019 financial reports to the board. Motioned made to accept the financial reports by Ronita "Peach" Ptaszek, seconded by Carina Grennan, all ayes, financials approved.

V. Old Business:

- A. Thanksgiving Dinner (Sue Harris): This social outing took place on November 17th. It was a great event with good attendance (approx. 75 people) and there was \$420 left over to donate to VAD.
- B. Spaghetti Dinner Fundraiser- Bishop Murphy Knights of Columbus through Dennis Thomas had a spaghetti dinner fundraiser recently to support VAD. Several VAD volunteers/campers attended this event.

VI. Current Business:

- A. Special Needs Committee: Linda Johnson is the chair of this committee. Annie Ryan and Barb Stein are on this committee with her. No new special needs have been requested on the website. If someone has a need that VAD might be able to help with please refer the person to fill out a request on the VAD website.
- B. Camp Manager: Michael Powell was selected by the board, December 5th, to be the 2019 VAD camp manager.
- C. 2019 Spring Gala Fundraiser (presented by Melissa Ross):
 - 1. This year's gala is scheduled for March 23rd
 - 2. Kendra Verran is the chair for this event and she has several people on her planning committee.
 - 3. You can buy a ticket from Keith at this meeting, mail a check to VAD or pay through PayPal online.
 - 4. A professional DJ, Rusch Entertainment, has been hired and sponsored by an anonymous donor in honor of Shawn Hass. See the VAD website to get information about this company.
 - 5. There will be a credit card processing system (Square) available so that those who do not have cash on them can use their credit card to get cash (for raffle tickets).
 - 6. Melissa shared that we still need two more volunteers to sell tickets at the event.
 - 7. Several people have donated baskets, gift cards and other prizes for the raffle and there are more to come.
 - 8. There will be a card at each place setting asking for contact information. To encourage individuals to fill these out there will be a drawing at each table with the completed cards.

VII. New Business:

- A. VAD Camp 2019: Michael Powell
 - 1. Subcommittees/Coordinators for Camp: Michael explained that committees or individuals delegated/volunteering to take on responsibilities for camp planning will minimize problems. This teamwork will make camp more camper-centric and spreading out the work will allow more people to contribute and camp planning will be less overwhelming.

a. Break-out of Special Committees

- Medical needs- Michael and Linda Johnson
- Partner Pairings/Cabin Assignments- 4 to 6 people. Ian and Jessica are heading this up. This committee will contact all previous/returning cabin coordinators as well as individual campers and attendants regarding partner and cabin assignments. Campers will be reminded and urged to have an attendant for themselves for 2019, if possible. If anyone else wants to help please let them know.
- Applications and Camp Physical Forms- Brandon and Linda
- Arts and crafts- Sue Harris is the lead of this committee
- Special meal requirements/menu planning- 2 people. Carina and Todd. This committee will handle special food accommodations such as adjustments for vegans, religions, allergy, dietary restrictions, etc. and for the camp menu overall. The menu will be shared prior to camp so that everyone knows what will be served for every meal.
- Transportation- Cindy Danner volunteered to coordinate transportation arrangements to and from camp and to and from the bowling alley.
- Medical Equipment- Linda and Marie will be handling all medical equipment needs with Binson's and coordinate with MDA for equipment that will be available when we arrive.
- Set-up/Tear-down – We need a coordinator to set up a group of people to load and unload the U-Haul truck

b. Joining a Committee- The leads for each committee will be shared so that anyone who'd like to help can contact him/her.

c. Locations of Meetings- Carina said that Planet Rock can be used for committee meetings on Friday nights.

d. Dates/Times for Meetings- Michael will let us know about camp planning meetings. They might start in March. Subcommittees will be having their own meetings.

2. Camp Budget 2019:

a. Michael proposed a budget for camp with breakout for individual activities/items such as renting Camp Cavell, golf cards, U-Haul truck, camp photo, medical, etc. See the handout from Michael for specific breakouts in his proposal. The total proposed budget amount is \$36,006.00 (minus transportation cost to camp)

b. The budget will change due to different things such as:

- Brandon is working to get transportation to and from camp sponsored.
- K of C has offered to pay for lunch at the bowling as well as sponsoring the steak dinner on Monday night. (They will be cooking the steaks as well as fixing Cavell's grill while they are there)

c. Motion made by Linda Johnson to accept Michael's proposal for the camp budget. Peach seconded. All ayes.

3. Camp application should be out soon- Chris West and Brandon Lesner are working on this.

B. CPR/First Aid Certification: Jillian LaMothe shared an opportunity for volunteers to get CPR and first aid certification. A company run by a family comes to your location for training. They offer group rates for groups 6 people or larger (\$40 a person which is 50% off the normal price). This training would be helpful for volunteers to know to help a camper in an emergency while waiting for the medical staff and/or an ambulance to arrive. Jillian will have her contact information on the VAD website to see how much their interest that there is before she sets a date and location for the training.

C. Additional Fundraisers: We are looking into other fundraisers, like bowling, or other organizations that can raise money for VAD. Look for updates about these on Facebook.

VIII. Closing: A motion was made at 7:53pm by Keith Moss to close the meeting. Seconded by Linda Johnson.

The next board meeting is the scheduled for Wednesday, March 27, 2019 (4th Wed. of the month) at 7:00pm at Royal Oak Beaumont Hospital.

Respectfully submitted,

Ronita "Peach" Ptaszek
VAD Recording/Correspondence Secretary