TYP356ne Board of Directors Meeting Minutes

July2, 2018

Meeting Via Conference Call

Starting time 6 Pm

End 6:45 Pm

**Board Members Attending on the Conference Line:** Allen Sisson, Jeff Leeds, Tom Tate, Ed Tobolski, Greg Lane, Dennis McGurk, Lisa Siegel

**Board Members not Attending** – Frank Anigbo, Peter Venuti - *\* Peter Provided all details and info on the 2019 Holiday Party menu breakdown & costs prior to the meeting for review.*

1. Membership Report: By Tom Tate: Total members 181
2. Financial Report: By Dennis McGurk: no change from prior month. $ 6, 874.00.
3. Newsletter Report: By Ed Tobolski: July will be a great issue, lots of events and photos from June and a feature car story. Overall Tub Times continues to be a favorite for the members.
4. Website Coordinator/Event Calendar Report: By Allen Sisson: Great Job and Update by Allen and Brent Sisson. The Wix site is a perfect upgrade to the old website and that was set to expire in July 2018. It will handle the member management system and list serve. Brent has moved about 50% of the website so far and will move the rest hopefully soon. Currently it is the new site he designed that you see if you go to [www.typ356ne.org](http://www.typ356ne.org). The members@ and info@ mailing lists are now up to date and operational as of the last membership data Excel spreadsheet Tom Tate manages and updates. It will cost the Club $132.00 a year for the new Wix website. It will cost $25.00 a year for them to manage the members email list on Gmail. So that is $157.00 a year after this year. This first year will be $25.00 more than that. We currently pay $214.80 every two years = $107.40 a year. However, we are getting no service with a close to no longer usable site. Fortunately, the two-year contract is due for renewal 7.6.18. We will not pay this and pay Wix instead. Timing is perfect. I feel the new cost of $157.00 per year is reasonable. Board agreed on the upgrades to the system. I think we should vote to approve this expense since it is only $49.60 more than we are currently paying. Board approved the expense.
5. Website/ E-mail membership listing update: By Allen Sisson: Allen will make any changes to the website and add and delete members from the E-mail list. He agreed to handle this extra responsibility to get this updated and Brent out lined the process to maintain.

This will allow for Tom Tate to add and delete members off the membership listing and keep the Website distribution updated as well. Allen will maintain at this point until he has gotten comfortable with the new process, passwords and the instructions and can share with the membership chair and Website Coordinator – once one is found. For now, Allen will function as the Website Coordinator, and I will keep the members@ list and the members Excel back up spreadsheet up to date if Tom Tate will email me changes as the occur. As of now all new membership applications will go to Tom Tate when members submit them from the website. Tom will need to enter that data on his spreadsheet and send checks to Dennis as he has been doing. He then needs to forward all that information to Allen to maintain the members@ list and the on line back up Excel spreadsheet which should be identical to his. Once I become comfortable with this, I will have Tom Tate take over that function while I continue to maintain the website. The 356 pictures and other pictures on the website can be changed/updated anytime. Quick discussion on having member’s cars on the site, cars only – with no member or friends in the scenery. Ok if the member driving the car, the focus being the “car” and not the surrounding.

**Old/Ongoing Business:**

1. Conference Call Board Meeting- Continues to work well, and Thanks to Tom Tate for arranging the free phone bridge. Board in agreement.
2. The 2019 Holiday Party will be held the **Sunday** before the Super Bowl which is **1.27.19**. Peter Venuti has signed the contract with the Tuscan Kitchen. The contract is attached. The contract is for an estimated 70 people with the final number of guests and the menu to serve due 10 days before the event. The Tuscan Kitchen has not asked for a deposit, and no deposit has been paid.



We decided on the $42 option from the lunch menu along with passed appetizer’s. We have chosen 5 appetizers from the list provided and plan on one of each per person with the expectation of having 70 people attending or 350 apps at an average of $2.75 each or $962 for apps plus meals at $2940 so a rough cost of $3850.00 according to the venue. There is an 18% gratuity on the $3850.00 figure = $693.00. Taxes add $269.50 more plus an administration fee of $192.50. So, the total cost the venue estimates is $5005.00 or $71.50 per person. If we charge members $35.00 each the Club will be subsidizing $36.50 per person.

* The five appetizers that we chose at the last board meeting are below:
* Caprese: $2.25 per piece
* Grilled Calamari salad:  $2.50 per piece
* Roasted Butternut squash crostini:  $2.50 per piece
* Polpettoni(meatball’s):  $2.75 per piece
* Spiced Beef Tenderloin: $3.00 per piece

Board Decided to review again in October 2018 to finalize any holiday details, review to promote in November or December and the review of any member and club costs to be discussed. This will remain Pending for Fall 2018.

**New Events:**

1. Tom Tate will send out announcements promoting the Endicott Car Show on July 8th and the Dempsey Center All Porsche Show in Portland Maine on July 21st with a drive to Portland on July 20th.
2. Craig Bush and Tom Coughlan have given Ed Tobolski information about their July 14th and July 26th events, and Craig and Tom will promote their own events.
3. The Sisson/Grace BBQ is Sunday, July 29th. Allen Sisson and Mary Grace have moved to a new home at 28 Forest Street, Sherborn, MA. The Sisson/Grace BBQ will be held in their back yard at the Sherborn address this year. Allen Sisson will promote this event.
4. Planning for the Third annual Club Day for September16th. Lake Pearl reserved and for next Board Meeting Ed Tobolski was going to do the menu review and put some facts and figures together for everyone to review. Lisa Siegel volunteered to help with any aspect of the event details and planning.

Next Board meeting: 6 PM, Monday, August6, 2018 by conference call.

Meeting Minutes- Completed by Lisa Siegel

Board Review- July 2, 2018

Final Version to be sent to the site to be posted.