TYP356ne Board of Directors Meeting Agenda

November 5, 2018

Meeting Via Conference Call

Staring 6 Pm

End 7 Pm

**Board members attending on conference call line:** Allen Sisson, Ed Tobolski, Jeff Leeds, Greg Lane, Tom Tate, Dennis McGurk, Frank Anigbo, Lisa Siegel

**Board members not attending:** Peter Venuti, Alex Dearborn.

1. Membership Report by Tom Tate: Total members 190 Total
2. Financial Report by Dennis McGurk Balance $ 4,259.00 end of October.
3. Website Coordinator/Event Calendar Report By Allen Sisson:

Allen Sisson is in the process now of transferring the old resource page from the old website to the new website. About 2/3rds of the transfer has now been completed. Several new vendors have been added with recommending Club members listed for all new and some old vendors. There are still several resources for which I have no recommending members. Those without recommending members are all from the old website that have been transferred.

1. Newsletter Report: Ed Tobolski – no updates to report, other than the December Tub Times will go out a few days early or a few days late due to a scheduling conflict. We will need a reminder for the Planning meeting on 12/8 and the Membership renewal for 2019 and Club Holiday party.

(Lisa Siegel to send the updates for the Dec. Tub Times)

Old/Ongoing Business:

1. The 2019 Holiday Party will be held 1.27.19, the Sunday before the Super Bowl. Peter Venuti has signed the contract with the Tuscan Kitchen for this. 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.

Event Details :

We decided on the $42 option from the lunch menu along with passed appetizers. 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 estimate is $5005.00 or $71.50 per person. **We decided at the Board meeting in October to charge attendees $35.00 each.**  **The Club will be subsidizing $36.50 per person**. That means $5005.00 total cost for 70 people - $2,450.00 from 70 members at $35.00 each = $2,555.00 Club new costs not counting the cost for the 5 gift certificates to be given away.

The five appetizers that we chose 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

The Holiday Party will be promoted in November and December. Board Decided that Lisa Siegel will send out event e-mail to the club and Tom Tate will handle the collection for the Membership dues and the Holiday party. Draft to be send to Tom & Allen for review. **This email would give the event details: Sunday 1.27.19 date and time 11-3 Pm: 11 am – 12 Pm please arrive and check in and enjoy passed appetizers and cash bar, 12 – 1 Pm Luncheon Buffet Meal, 1-3 Pm, Raffle items & club announcements.** 24 New England Executive Park (Burlington Mall Road), Burlington, MA.

Peter will check on the final deposit, and final payment I assume by Club check right after the event. Peter reports he will check with Tuscan Kitchen about what deposit is needed and when. Peter should be sure to let the Tuscan Kitchen know that we need at least 4 large tables to display raffle items.

The promotional announcement should mention 2019 dues of $30.00 per member are due for all members as of January 1, 2019 and overdue by February 1, 2019. So, dues only = $30.00, dues and one for the Holiday Party = $65.00, and dues plus two for the Party = $100.00. Tell everyone the check is to be made out to **TYP356ne and mailed to Tom Tate**. Tom will then send grouped collected funds to Dennis. The announcement should also remind those attending to bring a raffle gift item. That we will have the raffle swap again this year.

Allen Sisson will set up the Raffle table and set up the cups for tickets. Allen Sisson will provide the tickets and raffle instructions. Each paid person gets 5 raffle tickets to put in cups for items they are interested in. The rule is each person can only win once. Allen Sisson will also administer the raffle. For name tags this year, we decided since so many members have personalized name tags to have the write in one’s available at the check in.

Right before or after the raffle the 5 gift certificates should be given out by Tom Tate. Those should be chosen from the names of the members attending. A cut up list of those attending can be used to select the names or the winners. I would suggest that those attending together be grouped as one entry. That way 5 unrelated people get gift certificates. It would not be good if both a husband and wife won gift certificates. I personally would like my name removed from the gift certificate raffle. Each board member can decide on their own if they should be in the gift certificate raffle or not.

Finally, 10 days before the event Tom Tate needs to let Peter Venuti and all the Board know the number signed up to attend the Party. That is the maximum number we should tell Tuscan will attend. The reason for this is even if some people sign up late others will not come due to illness etc. We must pay for the number we tell them, and in all past years fewer come than sign up and we overpay.

1. Club Day 2019: To be determined the date and time and location for Next years Club Day. Suggestion by the board was to send out a survey to get some new ideas and suggestions.

Lake Pearl has the following September dates open for next year- Sunday the 8th and Sunday the 29th and Saturday the 21st and Saturday the 28th. Ed Tobolski told them to hold the 29th for us. They will only hold it until they have someone who will take the date. In that event we will have 24 hours to commit to the day and pay to reserve it or we will lose it. If it is held on the 29th Allen Sisson will again not be able to attend. I can attend it is held on September the 8th.

We should vote today as to whether we will have Club Day at Lake Pearl again. Alex Dearborn sent us some other options last month. It seemed like the consensus in email discussion was that the meal options at the venues Alex found were not ideal for Club day. However, it seems like one of these venues might be a good option for a loafer’s lunch type event next year. It could be a weekend event also. Would one of us like to consider coordinating one of these venues to put on the Club schedule for next year at the December planning meeting.? – The Club day related items are still pending.

1. Update on using PayPal for Club Dues payments by: Dennis McGurk, he did a quick run through on the general info and costs for Pay Pal and info that he had. Dennis and Tom were going to follow-up with some additional info on the costs. Tom contacted Pay Pal cost is 2.2% plus 0.30 per transaction for a 0.96 fee for a $30.00 annual dues-per transaction. It can be up and verified in a couple of days and we will even work to add a tab to the website where we can direct members to pay for their dues. The annual cost is about $ 190.00 for the dues plus another $70.00 for the Holiday party a cost of $250.00. All Board members voted in favor and are working towards having this up for the Information that will go out with the membership dues and holiday party.
2. Update on Land’s End Clothing and Logo Items – Peter Venuti. Peter reports that Land’s End needs to digitize or Logo to be able to make clothing for us again. That will cost $140.00 to do. Board voted to move ahead with the minimal expense.

New Business:

Does anyone have any ideas for events for the Club Schedule for 2019 to put on the calendar at the planning meeting on Saturday December 8th, 10:10 AM to 12 PM at the Burlington Public Library?

1.)Owner of HM Motorworks in Merrimack, NH, [www.hmmotorworksnh.com](http://www.hmmotorworksnh.com) , wants to schedule a shop tour with our Club along with some other modern car owners from a group in NH that is organized by Rick Medeiros that Ralph Hadley is familiar with. He will provide an available date to schedule.

2.) Greg Lane offered to host a tour in May 2019, holding an event, drive & banquet on **Sat. May 18th.** We will also add that date for the planning meeting for Dec. 8th.

Next Board meeting: 6 PM, Monday, December 3, 2018 by conference call.

Meeting Minutes- Completed by Lisa Siegel

November 6th, 2018

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