

Concord Carlisle Neighbors Club
Monday, June 11, 2019
Concord Public Library

Board Members

Present: David Rosenbaum, Vice-President and Webmaster; Dan Stapleton, Treasurer; Janine Olson, Membership Coordinator; Carolyn Schweitzer, Secretary; and Kim Donovan Haverstock, Member-at-Large

Absent: Sven Olson, President and Shawna Pelton, Communications Coordinator

Guest: Linda Mueller

Quorum Present: yes

No minutes were submitted for the May 2018 as the meeting was cancelled.

Status Updates

Membership Update

Janine provided an update on the printing costs for the postcards/ mailing:

- Postcards = \$.23/per
- Postcard template design = \$0 (was a one-time initial charge on original invoice)
- Load data file = \$50 (flat fee, pays for the cost of purchasing mailing list, mail merge, etc.)
If we use the same file w/in 90 days (i.e. 2nd mailing to same households), this would not apply
- Postage = \$.35/per

Janine suggested sending the 1st mailing (new households) quarterly to save on fixed cost/data load and send a 2nd mailing to households (60 days after the initial mailing).

1st mailing = \$120

2nd mailing = \$70

Dan made a motion that CCN would conduct two mailings, seconded by David and unanimously passed.

Sponsors/Advertising

Janine reported that we currently have one paid sponsor (advertisement on website). Other sponsors/advertisements provide free coffee at coffee mornings and appetizers at cocktail evenings. Janine has numerous business contacts that may be interested in becoming a CCN sponsor. She requested that each board member take five businesses to follow up with. Janine will provide board members with a write up promoting the benefits of becoming a sponsor/advertising with CCN. All present board members agreed to take this on.

Board Recruitment

David Rosenbaum – President

***Vacant* – Vice-President**

Dan Stapleton – Treasurer

Carolyn Schweitzer – Secretary

Janine Olson – Membership Outreach
***Vacant* – Social Media and Event Scheduling**
Kim Haverstock – Member At Large

Shawna Pelton stepping down from her roles. We need to find a member willing to coordinate social media and event scheduling.

Current Activity Groups:

Book Clubs: Day and Evening

Gourmet Club

Running Group

Art Appreciation – David will reach out to Mary Chambers about attending board meetings.

Biking – David will reach out to Susanna about attending board meetings.

David and Dan plan to meet to discuss and review the technical steps on how to schedule an event for CCN.

Upcoming Events

- Ice Cream Social was cancelled due to lack of interest.
- Potential CCN Kickoff Party date: June 22nd – Janine will contact Susan and inquire whether the Concord Museum would be a viable location for party. Kim agreed to act as the party coordinator.
- Cocktail Hour scheduled June 21st at Salt Box Kitchen 6 – 8 p.m. (David will add to calendar)
- Bird Watching coordinated by Dan on Sunday, July 1st

Shawna was following up with Haute and Ferns regarding coffee mornings over the summer.

Gourmet Club

Board members decided to take on planning menus. Each of the following menu coordinators will submit their menu to David and Linda. They will review the recipes and provide feedback on any suggested changes.

Menus for 2018/19:

1. David/Linda
2. Kim
3. Dan
4. Carolyn
5. David/Linda

Treasury Report

Renewal for insurance must be signed by president in June 2018. Wild Apricot bill has been paid.

Next meeting scheduled Monday, _____ 2018

Motion to adjourn by Carolyn; Dan seconded with unanimous approval.
Meeting adjourned at 8:25 p.m.
Minutes submitted by Carolyn Schweitzer