

IFDA - New England Chapter Board Meeting: June 2014 Agenda

Meeting Minutes

Meeting Date, Time: June 5th, 2014, noon – 2 pm (approximately)

Meeting Place: Boston Design Center, 6th Floor

<u>TOPIC/TIME</u>	<u>DISCUSSION</u>	<u>FOLLOW-UP/ACTION</u>
Meeting begins		Meeting started 12:20 pm
Attendance		Karen, Rob, , Bob, Gary, Rose Ann, Jen, Jane, Vivian, Christine, Dianne Peter, not excused, Al excused
Acceptance of meeting agenda		Accepted
Acceptance of IFDA-NE Board Meeting Minutes	Board Meeting Minutes from May 2014	Accepted
<u>Treasurer's Report –</u> <u>Gary Rousseau</u> Balance as of 5/31/14: \$20,848.00	Partial Report for May 15 th 2014 Importance of Styling Event Food and Beverage supplied by Baker Revenue \$840 Expenses: Gifts for presenters \$79.99 AFB Creative Consulting \$350 Greg Premru \$1000 ½ day photo shoot Furniture Move \$80 Sponsor payments received: Poggenphol 2 nd qtr \$600 New England Home \$600 Sponsors not paid to date: Audio Concepts Landry and Arcari Poggenpohl 4 th qtr of 2013 Moving bank accounts has not	

	<p>been done yet</p> <p>Karen asked about the \$1700 tax penalty; abatement expected.</p> <p>Our new accountant, Dan Mcgrath sent Gary a form to change our address and registered with the State of Ma, Solicitation License</p> <p>We no longer have the Design Center address, now a PO box, Jen and Gary have keys.</p> <p>Membership Premium Book Sponsors: 3 have paid and 5 invoices sent 6/5</p> <p>Bob Grossman has not received any coupons as of the meeting; Karen suggests that we might do it again but we need to send out an e-mail every month and also put a display board at every event as a reminder</p> <p>Gary: there is approximately \$14,000 worth of re-bates owed to the NE chapter that we have not yet received. This dollar figure represents the percentage of membership dues that our chapter receives from each of our members.</p>	<p>Gary is following up with the IRS.</p> <p>Gary filled out the form and faxed it back.</p> <p>Karen will follow up, are people using them??, Amy to send out link to remind people to use them.</p> <p>Jen will make the board and have for either the June event or the August events</p> <p>Karen to continue to supply info. that headquarters has requested and will follow up on when we will receive the rebates.</p>
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<p style="text-align: center;"><u>Membership</u></p> <p><u>Rob Henry and Vivian Robbins</u></p> <p>Current membership: 117</p>	<p>Rob: New Membership has quite a few people to sign up for June 1st with the cruise as an incentive to be pro rated.</p> <p>Students: Rob: Jennifer Jones did not allow membership to a student of Carolyn Meek's because he was in between semesters.</p> <p>Vivian, nothing to report but more discussion on attracting younger members, perhaps offer more networking events to share our knowledge. Brainstorming:</p> <p>Jennifer: create a Junior level Membership and also an ambassador program Jane: focus on emerging young professionals Karen: form a committee to integrate all the above in future programs and events</p> <p>Jane: Is the cost of our membership causing us to loose members, especially for young designers?</p>	<p>Rob will follow up with John, the student; Karen to follow up with Jennifer to determine if John or any other student could show his planned course of study to avoid having to wait until September for the student to become a member.</p> <p>Karen will follow up with the membership.</p>
<p style="text-align: center;"><u>Programming</u></p> <p><u>Jen Driscoll</u></p>	<p>Louis Postel Writers Workshop:</p> <p>Louis has offered a 6 week course possibly starting in mid August. Each course 2 hours with ½ hour of exercises to get people started and each will leave with small writing samples, 10-15 people per course.</p> <p>\$20 or \$25 per person per course?</p>	

	<p>Designer Showcase deadline is September 12th;</p> <p>Jen passed out all forms and reviewed them with the board.</p> <p>She needs 2 flat screens for the October Designer Showcase event There will be 8 awards and a new student award.</p> <p>If there are not enough entries in a given category that have merit, refunds will be given to those who entered that category.</p>	
<p><u>Hospitality</u></p> <p><u>Dianne Ramponi</u></p>	<p>Nothing to report on</p>	

<u>Technology/Communications – Karen, working with Amy</u>	Amy is working on announcement schedule for the remainder of the year.	
<u>Education and Education Foundation</u> <u>Jane Toland</u>	Grants – there are two the chapter can apply for; Jane is working on them.	Jane will follow up with Jen on Louis Postel; She is working on a grant for the student club with Karen.
<u>Sponsorship</u> <u>Rose Ann Humphrey</u>	Sponsor updates: Donna at Staron expects to become a sponsor	Rose Ann to follow-up
<u>Community Relations</u> Christine Kay	The Board voted to switch our non-profit choice from The Ronald McDonald House to WIHED to take place in 2015; Voted to change: 8-yes, Jane, Al, Peter, Jen, Karen, Rob, Vivian, Rose Anne Voted to maintain Ron McD: 3-nays: Bob, Gary, Chris 1 abstaining : Dianne	
<u>Industry Communication of Events – Bob Grossman</u>		
<u>Future Directions</u> <u>Peter Griffin</u>		.
President’s Report		
Other discussion	Carolyn Meek wants \$1000 for Career Day, up from \$500 Jane advises \$750 Bob moved to vote, Jen 2 nd , and all voted yes.	\$750 approved; postscript: by email, agreed to increase donation to \$1000 for Career Day.

Other discussion	<p>Carolyn Meek wants \$1000 for Career Day, up from \$500</p> <p>Jane advises \$750</p> <p>Bob moved to vote, Jen 2nd, and all voted yes.</p> <p>Rob suggests that the cost of events drop back to \$25, \$40 is too high</p>	<p>\$750 approved; postscript: by email, agreed to increase donation to \$1000 for Career Day.</p>
Meeting Adjourned		<p>Regular business meeting adjourned at 2:05 pm</p> <p>Next meeting will be determined, Karen is out of town on the 7th.</p>