

**Northeast Opportunities for Wellness, Inc.**  
**Minutes**

Tuesday- October 18th, 2011

**Call To Order:** 6:30 PM

**Present:** Jack Burke, Mary Jane Burke, Sarah Desjardin, Bruce Disco, Cindy Disco, Jessica DiZazzo, Alissa Gladu, Troy Gladu, Dave Lavoie, Josh Longiaru, Keith O'Hara, Allan Rawson, Jeff Rawson, Kathie Rawson, Jeff Rizer, Richard Loomis, Kelly St. Laurent, Debbie Spinelli

**Youth Advisory:** Sarah Gilloran

**Guest:** Dean (from Challenger)

**Absent:** Danny Goyette, Sharon Kozey, Christine Rukstela

1) Minutes: Motion made by Kelly to accept the minutes of the September 20th meeting. Seconded by Alissa; approved by all.

2) Committee Reports:

2A) Finance: Alissa reported that the JCSB balance as of October 11, 2011 was \$9,925.02 and passed around the ledger for review. Alissa stated that she has not received all payments for fall registration yet and she will also be refunding money to one child who did not participate in the Fall Program after registering. Kathie reported that G-Seven has generously donated the food for the second NOW summer camp, so we will not be receiving a bill for this. There was a discussion as to how soon donations made to NOW would be an eligible tax exemption. Jeff Rawson reported if an organization files their 1023 application within 15 months of their Articles of Incorporation (AOI) being filed, then any donations made after the AOI was filed will be tax exempt. NOW filed the AOI in April 2011; the 1023 was submitted in October 2011- therefore NOW may accept donations and begin fundraising without the official Federal approval of the 1023. Jack made a motion to accept the Finance Committee report, Josh seconded this motion; all approved.

2B) Sports: Dave reported there were a total of 40 kids who participated in the fall program. Originally this program advertised 2 practices per week plus games but due to inconsistent numbers each week we were unable to play games. Dave introduced Dean and discussed his function with NOW. Dean has been the coach/trainer in our fall program as well as working in after-school and other programs in Thompson, Putnam and Killingly. Dean is doing an excellent job and has been very well received at every location. He was very enthusiastic about his experiences with the children he's worked with. Dean will fill out a report

card for all the children who attended the fall program before he leaves. There will be a Fall Awards program scheduled- perhaps on November 6th. At this time the kids will be given an opportunity to sign up for the winter program and clinics. Dean will not be at this event because he will be leaving the country at the very beginning of November. Brittany will take his place. Brittany will be at the practices during the last week of the fall program so the kids can get to know her. Cindy hopes to secure a Killingly gym for this awards ceremony. She will report back to the Board once she has more information.

Debbie discussed the need for NOW to prepare a calendar for the entire year which would include meetings, clinics, camps and any other activities. Josh suggested adding in events like wellness days which would focus on nutrition and fitness rather than sports.

2C) Nutrition: The Nutrition Committee will be meeting next week to discuss their involvement in the Jamboree. At this time, they hope to set up a tent to offer healthy meal options (such as wraps and soups prepared by G-Seven) as well as have a Nutrition based educational display. Jessica resigned as chair of the Nutrition Committee but will continue to serve on it as a member. Sarah accepted the position as chair of the Nutrition Committee. She served as the primary instructor of Nutrition education during the fall program at both the Canterbury and Thompson locations. The committee is also working on developing their budget- which will be submitted prior to the November meeting.

2D) Fitness: The Fitness Committee is in the process of deciding what they will be doing at the Jamboree. They may set up an obstacle course.

2E) Scholarship: This committee has worked on the fall program to award any need based scholarships. Sharon will work with the Finance Committee and the Registrars to reconcile the scholarship information from the fall program.

2F) Youth Advisory: This committee met on Sunday, October 16<sup>th</sup>, to discuss their involvement in the winter program and the Jamboree. There will be several YAC members at the Jamboree to assist with warm-ups, directing traffic, working booths, etc. Allan reported that NOW is hoping to sponsor two teams at Star Hill- a Girls U19 and a boys U16. These two teams would be wearing NOW uniforms. It was agreed this would be a great opportunity for the kids as well and a way to get name recognition for NOW.

2G) PR/Marketing: Josh reported on several items for this committee including the exciting news that NOW has obtained a toll free phone number: **888.940.4NOW** or **888.940.4669**. Business cards and 3,000 additional brochures have been ordered. The committee will be ordering marketing items to sell at the Jamboree although they have not made their final selections at this time, as they are waiting on last minute quotes from vendors. Josh reminded all Board members that they should set up their NOW e-mail addresses and use them for all

NOW correspondence. Since NOW will be having a closing ceremony to distribute certificates and medals to kids who participated in the fall program, Josh requested the Sports Committee let PR/Mkt know specifically what they would like for this event. Josh reported that since the filing of the 1023, he has signed NOW up to receive assistance from two groups: Grass Roots and Tech Support. Keith reported on the meet and greet event; there has not been a definite date set for this, but the event will target a small group of NOW supporters to help establish quality relationships with neighboring towns and organizations. Keith also wanted to note that PR/Mkt Marketing is still actively looking into selecting a web design firm to build the NOW website.

2H) Legal: All board members were asked to sign and return their NOW Policies to Jessica as soon as possible. Jeff reported the 1023 was submitted this month and expects there will be a 6 to 9 month waiting period for the approval of the document. The Legal Committee consulted with Don Sullivan, Caleb Rick and Ed Higgins on possibly trying to expedite the 1023 but concluded there was no valid reason to do so based on the fact that NOW can start soliciting donations immediately. Josh asked the Board if they would need a vendor's license to sell products at the Jamboree; they will look into this.

2I) Nominating: Jessica informed the Nominating Committee that she would be resigning from the Nutrition chair position and would suggest they consider Sarah for this position. Jeff made a motion to accept Jessica's resignation as chair person of the Nutrition Committee and to approve Sarah as the new chair of this committee. Kathie seconded this motion; all approved.

7:10PM: Jack Burke made a motion to adjourn the regular monthly Board meeting. Seconded by Josh. Approved by all.

3) Jamboree Committee: There are currently twelve U9/U10 teams registered for the November 5<sup>th</sup> Jamboree, although we are hoping to eventually have 40 teams sign up (we estimate we have space for a maximum of 60 teams). Blackwell Field (in Canterbury) will be the only location to be used for the Jamboree as the use of a field in Brooklyn is no longer an option. Registration will be open through October 30<sup>th</sup>. The Lions Club will be onsite that day selling food and beverage items. There was a discussion about how the profits will be split between NOW, Lions Club and CAA. Dave Rush from Challenger has offered to help in some capacity such as donating balls or other items we might need. The Jamboree committee requested that all NOW board members help on Jamboree day if they are available. Additional Jamboree information will be provided. There will be a Jamboree committee meeting at United Services the next two Monday's @ 7pm for anyone who would like to participate.

4) Holiday Parade: Christine would like to put together a NOW float for the Annual Holiday Dazzle Light Parade in Putnam this November. Board members thought this was a great idea. Christine will lead this event and will ask for assistance as needed.

5) New Business: Keith presented multiple NOW goals which will be assigned to various committees over the next year. These goals include:

A) Sign 2<sup>nd</sup> year of the two 1-year leases with the family foundation, LLC's and partnerships. (Note: The \$1 lease payments for each of the two leases was paid at the BOD meeting)

B) Rough out a master plan for both field locations

C) Create and approve NOW's 2<sup>nd</sup> short term strategic plan

D) Create restricted endowment

E) Achieve 100% board giving; achieve leadership giving levels in the Executive Committee

F) Celebrate 501c3 official launch with a great party

G) Invest \$5k+ in website development

H) Complete 1<sup>st</sup> audit, with clean opinion

I) Distribute the very 1<sup>st</sup> NOW annual report

J) Take scholarship function to new heights, with multiple sports access for disadvantaged kids

Also added to the list:

K) Facility (building) for NOW

L) Field Management Committee

6) Winter Program: NOW will also sponsor two free winter clinics. The Board is considering having them on November 13<sup>th</sup> and December 11<sup>th</sup>. Room availability at a selected location will determine the dates. The winter program will run from January 8, 2012 through March 11, 2012. At these free clinics, NOW plans to actively recruit/sign up players for the winter program. Cindy will contact Killingly Schools to inquire about the dates their gym is available for the winter program and will report back to the Board via email. Alternate ways to reach the target audiences need to be explored for the winter program. Allan discussed hiring a

part time employee whose job is to reach out to the target population and be the face of NOW; this will be budgeted for in the next annual budget. There will be a joint committee meeting of the Fitness, Nutrition, PR/Mkt and Sports Committees to further discuss the winter program.

7) Next Meeting Date: The next regular **monthly BOD meeting** will be held on **Tuesday, November 15th @ 7:00 PM at United Services**, in Dayville. The next **Executive Committee meeting** will be held on **Tuesday, November 8<sup>th</sup> @ 6:30 PM starting at Gerardi Insurance and then moving to Victoria Station** (both in Putnam).

Minutes respectfully submitted by Jessica DiZazzo and Kathie Rawson