



Spina Bifida Advocates of Washington State

Notes from SBAWS Board of Directors Meeting

Wednesday October 5, 2016 @7:30pm via Ready Talk

1-866-740-1260 enter access code: 5893700

1. Roll Call Quorum? (Y: Celeste, Sarah, Jon, Amy, Tim, Nicole/proxy Savannah)
2. Adopt Minutes of the last meeting in August: No minutes available
3. Record actions/votes taken by the Board of Directors or Executive Committee via e-mail since last Board meeting: voted/approved Holiday Party location: Auburn. Amy/Jon to secure Friday, 10/7/16.
4. Officer/Committee Reports
 - a. President- Sarah: N/A
 - b. Vice President- Amy: N/A
 - c. Secretary- Savannah: absent
 - d. Treasurer- Jon: up 20%, funding down, spending down
 - e. Past President- Jon
Financials? Through August. Appreciate breakdown of teams.
 - f. Social Media- Savannah: poll facebook to see if the 22nd would be desired for bowling evening/afternoon for National Spina Bifida Awareness Month.
 - i. October is Spina Bifida Awareness Month and October 25th is the World Spina Bifida and Hydrocephalus Day sponsored by the International Federation for Spina Bifida and Hydrocephalus (IF) and supported by the European Parliament
5. New Business
 - a. Holiday party planning
 1. Locations: Auburn.
 2. Cater: Thy or Lougheeds?
 3. Entertainment: Mr. & Mrs. Claus. Mrs. Claus will read A Night Before Christmas.
 4. Toy collection: Celeste/school; Rakestraw family/Peninsula office
 5. Justin: photographer with lights? Nicole. Uploaded pics from Walk N Roll?
 6. Sponsor: Dessert bar, drinks, candy canes: Nick, WNR Sponsor? Nicole
 7. Craft: gingerbread houses: sponsor, collect cardboard boxes, candy/icing/graham crackers: Fred Meyer
 8. Gift spreadsheet, inventory list with Celeste
 9. Set up volunteers
 10. Invite ready to send out early November, RSVP mid-December with Celeste
 11. Secure location, post to website/social media: Jon/Celeste/Savannah
 12. Nicole out of town Nov 18-Dec 4
 - b. Vistaprint via Celeste:
Letterhead (250) \$150
Notecards (250) \$100
Brochures (25) \$20/25; \$40/60; \$60/100

Professionally done by company or graphic designer

Need access to pictures/website/logo/etc

Update every 2 years to stay current, 1000 brochures: Tim research quote with mission in mind:
hospitals, baby baskets, sponsors, networking, events, donors

6. Next Board Meeting: Wednesday November 16th@7:30pm