

Minutes of MSBOA Conference Call – August 27th @ 7:00PM

The call was Called to Order at 7:01 by President Larry Machione with all 13 boards represented.

The purpose of this call was to coordinate our efforts for the upcoming National IAABO Fall Seminar, to be held at the Cape Codder in Hyannis, MA on September 19th through the 23rd. Larry covered the timeline with many of the members arriving on Tuesday or Wednesday. We will need help to assemble the giveaway bags on Wednesday evening, so any items for these will need to be there by Wednesday afternoon if possible. Larry then turned the floor over to Rich Antonelli who discussed the schedule for the Hospitality Room and events.

There is a side door we will need to use to bring in food and drinks into the hospitality room. The room we have is a two story room so there will be plenty of space for storage and for people to gather and commiserate. We have groups that have stepped up to cover each shift, but additional volunteers are needed. We will be doing the bartending for each evening as well as setup and cleanup. The hotel is providing heating units for the food for us.

Wed. PM 9/19 – Food will be Regina Pizza and is being donated by Brian Mikolazyk of Board 30. Board 27 will be handling Hospitality Room duties from 5pm – 11pm.

Thurs. AM 9/20 – There will be **no hospitality room** in the morning. The Golf Tournament will have a Shotgun Start at Dennis Pines at 8:00AM and there will be coffee and danishes available there prior to teeing off. The cost is \$100 per golfer and includes a catered lunch of salads, hamburgers and hot dogs. We will be giving a hat as a giveaway and we are ordering them in a lot of 144 pieces. The excess hats will be split to the board to use as a fundraising item for Officials versus Cancer raffles. IAABO may be covering the registration at the golf course, and we are checking into that. If not, Bruce Anderson and Bill Boutilier have volunteered to assist. We will be selling 50/50 raffle tickets as well during registration. The golf pro at the course will handle having the scorecards and carts ready when we arrive. The cost to us is \$60 per golfer and we had to guarantee a minimum of 72 golfers. We need to recruit additional golfers as we are below that number right now. We also need additional prizes for the raffle. If you have something to donate, please contact Rich Antonelli or Mike Hammond.

Thurs. PM 9/20 – The food for the evening will be deli platters from BJ's. Mike Churchill and Dave Gustafson, along with other MSBOA reps, will cover the hospitality room duties from 5pm – 11pm.

Fri. AM 9/21 – We will be bringing in coffee and food from Dunkin' Donuts and Board 152 will handle Hospitality Room duties from 6am – 9am.

Spouse/Guest Breakfast on Friday morning – Mary Hammond will be coordinating this event. Willie Weeks from Board 27 will have 48 Gourmet Coffee Cakes as a giveaway for the event.

Fri. PM 9/21 – We will be doing a “New England” them this evening with Shrimp Cocktail and Clam Chowder and Cape Cod Chips. Jon Lowe and Board 95 will handle the Hospitality Room duties from 5pm – 11pm.

Sat. AM 9/22 - We will be bringing in coffee and food from Dunkin' Donuts. Dave Engelson and Tim O'Brien, along with assistance from Board 152 will handle Hospitality Room duties from 6am – 9am.

Sat. PM 9/22 – We have a company putting together Hors D'Oeuvres and other food and it will be picked up and delivered to us by a Board 27 member. Chris Devlin, Dan Bryant, Fred Forsgard and Nick Castellone are coordinating coverage for the Hospitality Room from 5pm – 11pm.

Sun. AM 9/23 – IAABO and MSBOA will host together in the Ballroom. We are figuring on 150-200 people for Coffee, Juice and Pastries as provided by the hotel.

A few liquor donations have been made so far, and Jon Lowe will be getting beer on his way down. Mike Churchill will mail him a check for \$400 to cover that cost. There is a liquor store nearby for other purchases as needed. There is also a BJ's nearby where we can get mixers, soda and other snack items.

Mike Hammond reported that three AD's have confirmed they will be in attendance for the Roundtable discussion as requested by Tom Lopes. This has always been a great part of the event and we are looking forward to it.

Laurie Anderson has been in contact with the Chamber of Commerce and they are working on providing some items for us including Cape Cod chips, bags for the registration and some snack items for the room. She is also working with them to get a coupon book that can be given out at registration.

For other events, we are looking into a wine tasting tour and shopping in Falmouth. There may be a nominal cost but we can continue looking into this and let people know what we find out. We are also still looking to see if there is any hotel entertainment that we can put together for Saturday evening.

As a gift for the interpreters that are planning to attend, we are doing shirts. Mike Hammond is coordinating with Donnie Eppley to get the names and sizes so the order can be put in. Larry asked that all volunteers provide names and shirts sizes to him so he can place a shirt order for the volunteers. Larry also asked that everyone who is providing items let Mike Hammond know, so an advertisement can be placed in the ad book to thank them.

Larry also discussed that we should consider a gift for Tom Lopes to thank him for all he has done, as he will be retiring in the Spring and this will be his last Fall Seminar as the Executive Director. Larry asked for suggestions from the boards and it was suggested to give him a gift card for \$300. Larry asked Mike Churchill to get this and bring to the seminar.

Advertising for the Program – Jack Doyle was not available so Mike Hammond spoke to the group about working to get advertisements for the book. This is the primary way that we can offset the costs, and 50% of the revenue from the ad book comes back to the MSBOA. Many of the boards reported that they have already reached the thresholds of \$500 or \$1000 as previously discussed. Others are still working on securing these ads and will send them along to IAABO.

Larry thanked everyone for their continuing efforts and wished safe travel to all. With nothing else to discuss, the call adjourned at 7:31pm.

Respectfully submitted,

Michael Churchill, Secretary-Treasurer
MSBOA Board 15