

Minutes of the board for Partnerships Adult Day Center 1 November 2018

(Special Open House Meeting)

Called to order at 12:15 PM

Attendees Shirely Pripstein, Liz Leonardo, Pat Milmore, Mary Beth Kiely, George Alexander, Jennifer Brosious, and Patricia C Vener-Saavedra

1. Tasks reviewed and reset:

- Pat to call Dan about bees. (They really should be gone by Open House)
- Pat has spoken to New Haven Register contact but needs to speak to him again.
- Pat has sent Open House information to WQUN and is in the process of connecting with QUN's manager.
- Shirley is on track to get carpet cleaned (I believe this has already been accomplished as of my composing this set of minutes, 9 November 2018).

2. Discussed set up for Open House:

- Shirley volunteered to obtain gourds and small pumpkins for centerpieces as well as small bottles of water (a case).
- It was decided that we would need small wine "glasses," napkins (orange if possible), hot cups.
- Bathrooms need to be spotlessly cleaned with guest soap, toilet paper(!) and made "pretty" (what I like to call "tarted up" because I have a warped sense of humor).
- Reviewed refreshments:
 - Jennifer - stuffed jalapeños, wine, and non-alcoholic beverage
 - Mary Beth - bowls for noshes, stuffed breads, cream (for coffee), flowers.
 - Pat - "chips and dips" AKA noshes
 - Liz - cheese and crackers
 - Someone mentioned "kosher hors d'oeuvres" (or what in my family we call "forspeis."

- Presentation - name tags, brochures, docent (Shirley), signs directing people to site.
- Patricia - folding brochures 3 PM on Friday
- Laptop with slideshow on-repeat. Need copies of CD. Mary Beth - DVD connection to TV.
- Pat on hand on Thursday afternoon, (1:00 PM to closing), because both Vicki and Mary Beth will be out of office, then.
- Invitations (mayor Leng and others).

Next meeting 15 November. To be discussed - grants from banks, United Way, KinderCare.