
Access For All – Mahwah Minutes

March 4, 2019

Opening 7:05 p.m.

Attendees: Members**Township Appointees & Liaisons**

Member	Attended	Absent		Member	Attended	Absent
Johanna Baccan		X		Dot McDonough, Human Services		X
Sue Straffin	X			Denise Shabet, CERT		X
Gary Glucoft	X			Ben Kezmarski, Board of Ed		X
Mike Kelly	X			Michele Paz, Councilperson	X	
Don Minassian	X			Michael Galow, Board of Ed	X	
Meg Minassian	X					
Katie Ross	X					
Christine Ervin	X					
Kathryn Bell	X					
Maryann Mauro	X					
John Ryan	X					
Jessica LoPiccolo	X					

1. Salute to the Flag
2. Roll Call of Commission Members.
3. Approval of previous meeting notes from 2/4/19
4. Officers Report - no updates
5. Bingo Event
 - Jessica provided update
 - Friday, March 29 from 6pm to 8:30pm. First game starts around 6:30pm.
 - Need volunteers to arrive at 5pm
 - RSVP a few days before event
 - Note this is for special needs families and seniors (Mike to follow up with Senior Center)
 - Include a limit on flyer in case we have a large response beyond room capacity
 - Jessica will update flyer
 - Susan provided Bingo cards. Group decided to leave a set on each table for participants.
 - Gary will follow up with Denise on equipment items being provided. Is a projector provided to display numbers? Is a 2nd person needed to run slides?
 - Confirm caller and if they can arrive by 5pm
 - Mike will follow up on setup of room and breakdown requirements after the event
 - Tent is needed at event and see if we have 2 easels (one for Access for All Board and one to advertise movie event)
 - Jessica to provide info/graphic to Mike to make movie event poster
 - Sign up book needed and prizes in office. Mike to get basketballs. Meg will order mix of prizes and 300 stamps from Oriental Trading. If needed Christine said her husband could order for us if needed.
 - Wear Access For All shirt or blue shirt if able and can use Access for All stickers
 - Gary will advise Denise to order snacks from Shoprite- cookie trays (gluten free if available), candy, chips, and small water. Mike can pick up snacks.
 - We can create event on Face book and send flyer per usual communications.
 - Gary will follow up with Rec committee to see if town bulletin board can be used
 - Michele provided Jessica form to submit to local TV ad
 - Jessica will look at advertising on Patch

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6. Movie Event

- Sunday, April 28
- RSVP a week before
- Include limited tickets as a precaution
- RSVP to email or Face book page include note if any special needs are required
- If we get a large response we could use 2019 funds if 2018 donation is fully used
- Gary will send Jessica wording from Rockland Boulder event flyer about ticket limit
- DVD can be used if needed like we did at Willie Wonka movie event
- Denise to reach out to movie event donation individual to see if we can communicate their donation

7. Face book postings

- Group decided we should wait until town finalizes Face book and social media guidelines before we allow outside individuals to post on Access for All Face book page (with approval). Also concern there could be a way to get around approval process to post.
- We need to make it easier for someone to email us from Face book page
- See if Messenger is setup on page
- We will follow up with town to see if they have an ETA on social media guidelines
- Discussed about posting information from other towns about their events. Group agreed to post and monitor. If possible make clear this is not hosted by Mahwah.

8. Transportation

- Susan spoke to Dot and passed on our questions on available vans, drivers, and usage.
- Dot advised it is too difficult for her to attend meetings so we will follow up with Janet and Mayor for a new liaison.
- We can further discuss putting van calendar and promote service on Face book page if demand will not be a problem

Meeting Adjourned 8:45 p.m.

Next Meeting: April 8, 2019