

CMA CONFERENCE PLANNING MEETING - 2-7-06 at St. Joseph's

ATTENDANCE: Dr. Braaton, Dr. Forester, Dr. Hunt, Sharon Briar, Faye Gaerlan, Thomas Hogan, Dr. John English, and Janice Ryan

PRAYER: By Dr. Braaton

AGENDA ITEMS: #9 Location of Dinner. The Conference Ctr can accommodate 210. Dr. Forester spoke with Janice Jarboe and Sue C., head of Dietary; they will prepare food for overflow and it can be served in another location. It was decided not to run a separate category for "spouse", but chg. P. 2 of Brochure to read "Extra Dinner tickets per meal".

#1 Review final copy of Brochure Dr. Forester distributed copies It is to go to Parks Printing tomorrow; printing will take 3-5 days. Then to ABS Presort who will do the mailing. 3,200 will be done at bulk rate- the rest can be sent with a cover letter in an envelope. (#2 Schedule of Mailing)

#3 Fine tune Mail and e-mail list. Sharon and her husband Bob are working on the Mailing List. Dr. Braaton will meet with them to go over this. There are presently 3,179 names on this list but Sharon can reduce the no. to 3,000. Dr. Forester will have 4,000 Brochures printed. Some will go with cover letter @ reg. rate

#4 & 5 Mailing address: Central Calif. Guild of CMA, P.O.Box #578036, Modesto CA 95357

#6 Nonprofit status/Checking Account/Accounting Requirements Mike Sarafolean, CPA, will do the accounting without tax-exempt status. Central Calif. Guild takes minimum of 6 mos. to be incorporated. 5013 status after this - to Federal, then EIN. Thos. Hogan stated "CMA is a non-profit Org. and we may be able to use their EIN no." He will contact them re this. Mike will go with Dr. Braaton & Dr. Forester to determine County Requirements.

#7 Donor Campaign. Dr. English may be open to helping Dr. Kate Bolton.

Note: Cost of printing will go on Dr. Forester's Visa Card. Then we'll open a Central Calif Guild-CMA account & pay bills after the Conference.

#8 Thos Hogan is sending By-Laws & Charter Agreement (signed) to Nat'l Ctr.

MARKETING: Immaculate Heart Radio, EWTN, Air time - Clear Channel 1360.

Dr. Braaton pointed out the need for an ADVISORY BOARD
Father Illo is giving us \$1,000.

NEXT MEETING: Feb. 21st at 7 p.m. - St. Joseph's JPII Rm.2

NOTE: See attached Agenda and Printing Rate Sheet