**Wyoming Council of the Blind**

**Minutes from February’s Special Board Meeting held via phone on February 23, 2023**

**The February special board meeting was called to order by President Cheryl Godley at 10:01 AM. Roll call indicated that there were five board members present, thus a quorum.**

**Officers Present:**

**President – Cheryl Godley**

**Vice President – Tom Lealos**

**Secretary – Sherry Leinen**

**Board Members Present:**

**Debra Thompson**

**Sharon Byers**

**Members Present:**

**Jacquie Flatley**

**Absent:**

**Treasurer – D’Anna Feurt – excused**

**Flyers will be ready this week. There was a discussion on how many needs to be printed and where we need to put them. It was decided that we needed 100 flyers printed. Some suggestions on where to put flyers were: 20 optometrists offices in Casper, the Senior Center newsletter in Casper, the rec center, library, hospital, Discount Sports, grocery stores, hardware stores, and Casper College. The Casper members will keep a folder with flyers in them and as they go to random stores they will put flyers up.**

**WIL will put two different items on Facebook, a save the date flyer and a flyer asking for volunteers.**

**Amy Burns from WIL will provide us with three volunteers or more. WIL will pay them.**

**Sharon will be the greeter. We need volunteers for the front table, for the 50-50 raffle, and the duck raffle. We need to have people on phones available for out of town bids. We will use the WyCB phone. Cheryl can answer the phone and take bids the day before.**

**We will publish the list of our basket items two weeks before, on March 23. We have 25 packages and miscellaneous items.**

**Tom will release the invitations to newspapers and radio stations next week. This includes 23 newspapers and 2 to 3 radio stations. Closer to the fundraiser he will put a list of the basket items on the newspaper and radio. The list will also be added to our website along with the WyCB phone number. We will also add “this could be subject to last-minute changes”. Cheryl will contact KTWO and Jacquie will talk to another radio station closer to the date of our fundraiser. Everyone needs to be getting the word out about our fundraiser.**

**Brochures are done and have been ordered. Jacquie will get some to Cheryl.**

**The table covering will be Navy blue with white letters and will include our website.**

**Mikaela Piesecki will help with the card reader. D’Anna mention that we have our own square account. We could possibly have two card readers. Jacquie will send D’Anna an email to have the square account set up by March 15.**

**What still needs to be done before the event?**

**Putting the baskets together, transporting the items to the Beacon, and set up.**

**We will need brochures for the table. As we gather more volunteers we will be able to assign them a job as needed.**

**It was suggested that the volunteers where a certain bright color so that everyone will know they are volunteers. Jacquie will check with 4-Imprint for prices and will let the board know. It was suggested that we order all XL.**

**We will need a list of donors on the table next to each basket. Jacquie will send an email pertaining to what will be on the list on the main table next to each basket.**

**Jacquie sent a list of items gathered to this date. We went over basket lists. The kids basket and the auto basket could use a few more items.**

**Cheryl suggested that if we have a lot of big ticket items we save a few and use them as raffle items later.**

**Everyone continue to spread the word and find volunteers. Continue to check for emails.**

**Meeting adjourned at 12:36 PM.**

**Our next regular scheduled meeting is March 14, 2023 at 7 PM. Please mark your calendars.**

**Respectfully submitted,**

**Sherry Leinen – Secretary**