

ADNet Executive Committee
Minutes of meeting, March 26, 2003
Refinery Café, Goshen, IN

Present-Cindy Baker, Sheila Yoder, Paul Leichty, Joyce Pankratz and Sherry Wenger

Sheila opened with prayer.

I. Logo/designs/letterhead-

Joyce showed us paper styles that ADNet could have free. We will need to purchase envelopes. Joyce can get prices on them. We chose the light gray flecked paper and ADNet logo with circles and cross. Joyce will manipulate size and text and delete one of the circles. She suggests going with black color for now for a year or so and not commit yet to other colors. Blue is still favored by the group. May use blues and greens on the website for color. Paul will work with the colors 292-293C blue and 360-361C green for this.

II. Assembly ad-

Joyce showed us sample ads for the Assembly advertising bulletin using the ADNet logo. Suggestions were made about text for the ad and she will bring revisions next week. ADNet's website address will also be added. Cost of ½ page ad is \$300 and full page is \$400. The size of ad we end up going with will depend on how many sponsors we get- \$225 has already been contributed. Sheila will follow up with the disability providers again. MMN needs payment for the ad soon. The check will come from Vyron at MMA- out of \$5000 initial start up monies. Sheila will contact Vyron and let him know the final amount.

III. ADNet office update-

Sheila sent a proposal for office space to College Mennonite Church (Tim Stair) and space is available in about 2 weeks. We will go with a temp arrangement for 9 months and reevaluate at the end of the year. Monthly fee? There is a fax line and copy machine available. Also there is a phone we are welcome to use if we don't take calls for ADNet. Computer hook up is available and connected to the GC campus wide wireless service. We may need a wireless modem. Paul will talk to Mike Sherer at GC and check about this. We have a desk and chair from MMA, and computer from Joyce and Mark Pankratz.

No information about a printer but Joyce said she can do copies for 1 cents a copy.

IV. Donor receipts and thank yous-

We need to send receipts and thank yous to donors. Ora Troyer at BAMF has offered to write receipts. Joyce can also print receipt/thank you with ADNet's logo via a template on plain white paper that she will donate. She will Email the template to Sherry to do the receipts and notes from now on. Sherry will check with Ora on whether the receipts legally can come from ADNet if BAMF is fiscal agent or if BAMF will need to sign them.

V. ADNet Website-

Paul is working with Mennonite.net to get that done. Goal is to have it up and going smoothly by Assembly in July.

VI. Talking points-

Reviewed Paul's document "ADNet Key Points for Fundraisers" and gave some suggestions for revision. This will be a helpful tool for the committee and reference council members to use when talking to others who know very little about ADNet. Paul will try to get it all on one page. Cindy suggested we also think about making up a packet of info that goes out to new inquiries about ADNet.

VII. Permanent fiscal agent-

- a. Sheila will plan a meeting with MMN to discuss the possibility of long term fiscal status for ADNet.
- b. Sheila has contacted Linford King from Office of Congregational Life several times. Still waiting to hear about ADNet's fit there.
- c. Also still waiting to hear from Phil Zimmerman at MMA regarding not-for-profit status.

VIII. Seminars at Assembly July 2003-

Crystal Horning is not planning to do any of the 3 mental illness seminars. Sheila is following up on leads for substitute presenters.

Next meeting: Monday March 31, 9 AM at the Refinery Café Goshen, IN
Recorder: Sherry Wenger