

KAW EC 2008 – Minutes of the 3rd Meeting

Date: 05.31.2008

Venue: St Margaret's Episcopal Church, Bellevue

Meeting start time: 6:00 PM

Meeting end time: 6:45 PM

Attendees: Ojus John (President), Jyothish Nair (Secretary), Pradeep Unni (Jt Secretary), Biju Skariah (Treasurer), PM Mathew, Viswanathan Changarath, Jayashree Iyer, Ajita, Jacob (Members) and Angela Goraphy (Youth Member)

The Agenda

1. Discuss the recent break up of FOKANA and KAW's stance.
2. Brief update on Sports Tournamet
3. Discuss the Stage Show Action Items
 - a. Divide ticket sales into regions
 - b. Discuss the plan for ad campaign
4. Update on the charity drive

Secretary started discussion on the first agenda item, namely, the stage show. The following decisions were taken after discussions:

1. FOKANA/FOMAA

PM Mathew gave an update on the recent shake in the FOKANA organization. FOKANA has been split into two organizations – FOKANA and FOMAA. After discussions the committee unanimously agreed to be affiliated with FOMAA for the following reasons:

1. As an association, affiliation with FOMAA gives us the most strategic positioning. Our association will have more visibility in FOMAA.
2. The leaders and founders of FOMAA include KAW members who have been supporting our organization and Malayalees in Puget Sound area for decades.
3. About 40 organizations out of the 50 under the original FOKANA umbrella have decided to be with FOMAA giving us more confidence in our decision. Every association in the West have pronounced their affiliation with FOMAA.

KAW officially will be affiliated with FOMAA. Secretary will send out a communication to all members of KAW and the members will be given chance to register their opinion. If needed, the Executive Committee is open to the idea of General Body to discuss this.

2. Sports Tournaments

Ojus gave an update on the sports tournament. The dates and venue of these matches will be communicated to members as they are finalized. The committee discussed about the rolling trophies. It was decided that we will look to get the rolling trophies from last year winners. Jayshree will start looking for sponsors, in case we cannot recover some of the rolling trophies.

3. Stage Show

The committee discussed the Stage Show action items in detail.

Large posters will be printed out from Kinko's for display at Indian restaurants and shops. Jyothish, Jayashree and Pradeep will own this for East side (Issaquah/Redmond/Bellevue) and Biju will own for North (Kirkland/Bothell etc)

It was decided to form 3 teams for ticket sales

South (Kent, Auburn, Tacoma etc) : PM Mathew and George Daniel (Reos) will lead this
North (Lynnwood, Bothell, Kirkland, Bellevue etc): Biju and Ojus
East (Issaquah, Redmond, Sammamish, Kirkland etc): Jyothish, Jayashree and Pradeep

The KAW member database divided based on the above area demarcation was handed over to the respected team. The team members will start calling the members in the list.

It was decided that teams will give an update to Treasurer on 6/4 Tuesday to consolidate details. Biju will also setup a conference call to sync with ticket sales and advertisement campaign on 5th June.

Ojus and George Daniel will follow up with AP Simon regarding the sponsorship interests.

Rooms for the artists have been booked at the Days Inn.

Other logistics

It was decided to discuss the logistics of the show in a separate meeting one week before the show. Couple of things was discussed:

1. Badges will be provided for Committee members and Volunteers. Pradeep will take care of getting the badges
2. Food for the show: quotes to be taken from Tandoori Kithchen, Spice Route, Raga and Curry Leaf. Owners were assigned for each.
3. PM Mathew will check with the auditorium to see if it is possible to get a separate room to entertain Kids during the show.

5. Update on Charity Drive for Lenin Thomas

The following update was given:

After matching contributions from Employers, we raised \$5048.13. The following update on the boy's condition was given. We got this information through the Care & Share contact in Kerala, Fr. Tobias.

- The treatment has been going on for more than 3 months
- He went thru 3 cycles of chemotherapy
- Next doctor appointment at RCC is on June 16th
- Further treatment plan will be decided only on June 16th after analyzing boy's conditions and progress made.
- They did a fund raising in the school and also in the parish level.
- They published the request in 2 newspapers and received some support
- The boy is now doing much better.

The boy is doing much better and may not need the 7 cycles of Chemo that the doctors were originally planning for. Most of these funds came after we received the request and started the fund raiser here. We will get a better picture of the treatment plan only after the doctor's appointment on June 16th. So, we need to wait until then to see if the boy needs further treatments and what the expenses are going to be. The immediate need for the boy is only Rs. 25,000 (~ \$600). This amount has been sent and we may have to wait for the June 16th date for more information.

The committee decided to wait until June 16th to get an update on Lenin's condition and monetary requirement before discussing other options to deploy the money we raised.

5. Other items

The committee discussed about attracting members to the website. Few topics discussed were:

- a. Local sales and coupons
- b. Recipes
- c. Tips for new comers to the area
- d. Free pickup items

Ojus will own this item for now.

6. Action Items

The following are the action items and owners. These action items may not include the ongoing activities planned for each subcommittee.

#	Action Item	Owner	Comments	ETAs, if any
1	Send out communication about FOMAA affiliation to members	Jyothish	Explain the reason and give an option for members to voice their comments	
2	Get back the rolling trophies from last year's tournament.	Ojus		As soon as possible
3	Find sponsors for sports tournaments where we cannot retrieve rolling trophies	Jayashree		As soon as possible
4	Large posters from Kinko's	Jyothish,		6/5/08

		Pradeep Biju		
5	Setup a conference call between EC members in charge of ticket sales to update and consolidate ticket sales and ad campaigns so far	Biju		6/4/08
6	Follow up with AP Simon	Ojus and George Daniel		6/7/08
7	Think about ways of attracting people to our website	Ojus John		Ongoing
8	Enquire about the possibility of having a play room for kids at the Stage show venue	PM Mathew		
9	Get badges for EC Members and some volunteer badges	Pradeep		6/13/08
10	Get catering quotes from Tandoori Kitchen and Curry Leaf	Ojus		6/7/08
11	Get catering quotes from Raga	Pradeep		6/7/08

The meeting was adjourned at 6:45PM

Respectfully Submitted,

Jyothish Nair
(Secretary)