

PPQA Minutes
25 April 2022

ATTENDANCE:

Board Members Present: Denny Bird, Ellen Monrad, Judy Massong, Kathy King, Laura Corvi, Margaret Okamoto.

- I. Ongoing Business
 - A. Approval of Agenda - Approved
 - B. Approval of Minutes – Approved
 - C. Accounting/Banking
 - GiveBIG \$7,958.23 as of April 26 2022

- II. In The Gardens on April 23
Went very well, new and returning volunteers

- III. GiveBIG
 - A. Remaining Tasks
 1. Contacting Past GiveBIG Donors
 - GiveBIG auto-messaging goes out April 25 and May 4 reminding PPQA donors from 2020 & 2021 to GiveBIG.

 2. PPQA Emails & Newsletter (?) between 4/25 and 5/4
 - Judy, Kathy Denny and Laura will virtually collaborate on content of message to donors who have not yet given. Judy graciously volunteered to initiate.
 - Agreed PPQA will send an email reminder May 1 May Day.
Send Margaret suggested photos and wording
 - May 21 Mayors Day: Clean up on Galer Stairs and QA AVE
 - Boston Garden will be refreshed in the next few weeks

 - B. Matching Fund Check-In
 - Goal met, additional matching funds are welcome for day 2of GiveBIG

 - C. Add/Post Facebook Content
 - on hold

 - D. Writing GiveBIG Donor Thank You's together on 5/5
 - MEETING May 5 Dennys house 3:30 – 5:30.
Write Thank You cards and Board meeting

 - E. April 30th Saturday
 - Meet at Starbucks 9:30 to hand out cards and seeds

IV. Set Next Meeting Dates

April 30 2022 Saturday 9:30, meet at Starbucks to hand out cards and seeds.

May 1 2022 Sunday, PPQA send GiveBIG reminder emails.

May 5 2022 Thursday 3:30, Board meet at Dennys house to write thank you's.

May 21 2022 Saturday Mayors Day time TBD, Board clean up Galer Stairs /QA AVE

Adjourn