

Attendees: Barbara Brown, Ratna Cary, Liz Corbin, Meredith Farruk, Star Faruque, Maria Islam, Juditha Ohlmacher, Melanie Rubenstein, Lori Walsh, and Jessica Ward.

The meeting was called into order at 12:30 p.m.

- Ø The Problem: Juditha initiated the discussion and encapsulated the problem thusly:
 - § The International School Dhaka (ISD), which had given DAWC verbal agreement to hold their Charity Bazaar on February 2, suddenly rescinded this agreement in a meeting on January 16, 2007, at which DAWC board member Star Faruque was present. The earliest DAWC would be able to hold this bazaar would be March 2.
 - § This has thrown Bazaar planning into disarray. The issues now before us are:
 - Should we hold the Bazaar at all or cancel our agreements with vendors?
 - If we decide to hold the bazaar, shall we hold it on March 2 at the ISD; or same date but find another venue; or finally hold it March 2 but at another venue, e.g., the American School (AIS/D)?
 - If we do hold it, who will be involved on the committee as many committee members are unavailable and/or feeling "burnt out"?
- Ø Meredith informed the board that she no longer wished nor would she be able to continue in her current role as Committee Chairwomen due to previously arranged travel and work plans.
- Ø It was also learned that Liz, Ratna, and Juditha would also be traveling during the run-up to the event and the event itself. Meredith asked if anyone else on the board would be willing to step up. No one volunteered.
- Ø Meredith then historicized the Bazaar for everyone. She said that, according to a recent conversation with an old member of the DAWC:
 - § the Bazaar had come about in a time when the US Embassy staff consisted mostly of men, whose wives were not allowed to work. At that time, Dhaka was a smaller city with little of the activities available today. The Bazaar became a way in which American women could come together in a social way and create something good.
 - § Today, Dhaka city and the American women living in it have changed significantly. Many women are now working full-time, and most others part-time. The city has many more opportunities for entertainment from restaurants and parties to fashion shows and amusement parks.
 - § At the same time, the Bazaar has turned from an opportunity for women to come together socially into an unwieldy burden on only a few women due to lack of member participation.
 - § Finally, it had to be admitted that the British Women's Association (BWA) had indeed done (at least in recent years) a disproportionate share of the work in planning and running the Bazaar; and at the current rate, it would not be possible for the DAWC to do the Bazaar alone.
 - § If all this is so, then should the DAWC continue doing the Bazaar or should it instead concentrate on doing more "social" activities like parties? What is the purpose of the DAWC today, social group or charity organization? If both then in what proportions?
- Ø Current Vendor Status: All board members reported the number of vendors they had lined up (including those not yet signed) to get a sense of where we currently stand:

<u>Liz C.</u>	<u>Meredith</u>	<u>Melanie</u>	<u>Star</u>	<u>Juditha</u>	<u>Tazima</u>	<u>Ratna</u>	<u>Total</u>
5	5	2	7	2	5?	2	28

§ Star also reported that Sports Zone is interested in doing a Games Corner. They would bring all the equipment and sell tokens. They would also donate 25% of their profits to DAWC.

§ Juditha reported that Kazi & Kazi Tea is interested in doing the Tea Garden. Liz gave Juditha a quote from City Decorators for the Tea Garden. Juditha said most likely KKTE would want to do use their own decorations.

§ Any gifts which had been donated could be used for another event.

Ø It was pointed out that the DAWC Mardi Gras Party is currently scheduled for March 2. Someone asked, if we don't do the Bazaar, then who will lead the committee for the Mardi Gras? Again there were no volunteers to lead the party committee.

Ø Liz recommended less intense parties, such as the Dinner Cruise. She reported that the Hotel Sarina has a Lunch Cruise for Tk. 1500/person which serves lunch and takes the boat on the river for 5 hours. It requires a minimum of 70 persons to book (35 couples). Problems were pointed out that people would want to bring their kids and that would become too expensive for most people. Liz said that there was also a Dinner "non-cruise" which would board at Gabtoli which, she thought, was Tk. 500/person.

Ø Barbara Brown suggested another "Tea" to get members together in one place and get them involved. Juditha said that the upcoming Chocolate & Champagne party might be the ideal place.

Ø Star then brought up the notion of having an Event Manager manage the Bazaar for us. She reported that she has already been approached by one company who said they would do the event for us for 15% of costs.

Ø Many present responded positively to this idea – it would be a way to have the Bazaar, retain our good reputation among the vendors, the public, and the members, while removing the overwhelming burden from the few hardest working women.

Ø Maria Islam was a dissenting voice who felt that we should do it ourselves and that all we needed was more leadership. She was averse to the idea of paying someone when all the profits should rightfully be DAWC's.

Ø Again the discussion ensued about the purpose and mission of the DAWC. Many felt that we would be getting back to our core mission by holding more social parties and we should do anything we could to relieve the stressful burden of the Bazaar.

Ø There was some brainstorming on other ideas to make next year more interesting and different. Lori suggested an Oktoberfest and many liked the idea.

Ø A tangential discussion of the Cookbook then started. Melanie reported that she had only 6 new recipes; that repeated requests, both on email and in person, had yielded no more. Barbara suggested a pot-luck event where people would also bring the recipes. Juditha said that the Savar picnic, which was already a pot-luck, would be ideal.

Ø Melanie said she didn't know how to get someone to do the translation. Juditha suggested going to the universities and getting students there to do it.

Ø Getting back to the Event Manager, it was decided that if we were to use one then we would need a budget, which we did not have. The Event Manager then would not go above 15% of that.

- Ø Someone pointed out that even if we go with an Event Manager, we still need someone to be the leader and coordinate with them to make certain that we have something that would not tarnish the DAWC's reputation.
- Ø Star went over ISD costs as spelled out in a letter from the ISD:
 - § Staff Overtime: Tk. 6,600
 - § Security: Tk. 300/guard, 4 guards recommended = Tk. 1,200
 - § A/C: Tk. 4,000/hour (down from 6,000), min. 4 hours (we need 5) = Tk. 20,000
- Ø Maria felt that we could reduce costs by not having anyone use the cafeteria - which would mean no need for A/C. All agreed.
- Ø If we had the Event Manager, we would only need to focus ourselves on getting businesses to donate cash to cover the costs. Halliburton has already given Tk. 20,000.

Ratna arrived at this point and was filled in on the details of the discussion.

- Ø Ratna said she felt that the shift to March 2 was good since everyone else would be finished with their bazaars, including the WVA's Mina Bazaar which will be held Feb 2.
- Ø Maria and others suggested DHL and Bata as potential donors.
- Ø Meredith asked whether we should continue our calling of members. It was felt we should wait until our final vote was held.
- Ø Liz said she would feel more comfortable with paying an Event Manager a flat fee. For her concert event she had received an offer to manage it for Tk. 30,000. No one knew what industry standards are and what we should expect. Perhaps Tk. 14,000 (\$200)? Juditha said she would contact someone in her company who had experience with event management and find out the standards.
- Ø Ratna asked whether we thought people would come or would they be tired after too many bazaars? Star said that from her experience, if you hold it, they will come.
- Ø Further debate ensued on the issue. Jessica Ward summed the arguments up for all.
- Ø Ratna reported that currently the DAWC has only Tk. 1,37,000 in the bank.
- Ø Details on the ISD space:
 - § 35 vendors could be in the corridors.
 - § 26 restaurant vendors could be accommodated.
 - § Our vendor target with an Event Manager should be at least 60 Vendors.
 - § Table size: 3x6, booth 10x10
 - § If a Vendor wants 2 tables they have to pay for 2 spaces.
- Ø Melanie asked what would be the cost for individual vendors? It was decided upon Tk. 1,500. She asked that the contracts be amended to show that.
- Ø All agreed to delay final voting until the budget and Event Manager costs were given.
- Ø Ratna agreed to give a budget in a few days time.
- Ø Star and Juditha would give results of their discussions from Event Managers.

Ø Next Meeting:

§ Next Meeting will be Monday, January 22, 2007, at 5:00 pm at the Ratna's House.

Meeting adjourned at 2:30 p.m.

Respectfully Submitted,

Juditha Ohlmacher
Secretary