



Dhaka American Women's Club

Board Meeting & Handover Minutes

Date: May 19, 2009

Venue: Subas – Road 10, House 10-ka, Baridhara

Attendees: Star Faruque, Lori Walsh, Suzanne Sarkar, Bidita Sadiq, Rubaida Khan, Jana Sarkar, Sherry Karim, and Kristin Boekhoff

- Meeting called to order at 6:20pm and discussion began on roles. Handouts were passed of the DAWC ByLaws which details the various roles and duties with the DAWC.
- Rubaida Khan (Rima) has agreed to help with membership; Suzanne Sarkar and Sherry Karim will co-chair charities; Maria Islam and Jana Sarkar will co-chair Childrens Activities; Bidita has agreed to continue in an advisory role for adult activities, but we are still seeking a chairperson for this; Jamie Dann will continue as Treasurer; Kristin Boekhoff will handle the monthly Dasher Newsletter; Taheerah Haque will take over the Yellow Pages revision project; Rebecca Quayum will assist with the Christmas Bazaar; Star Faruque was unanimously asked to continue as President; Juditha Ohlmacher will continue to handle issues related to our website and Lori Walsh will continue as Secretary.
- The following dates were selected for our coming year's events:
 - 8/14 Membership Drive at ARA Poolside
 - 8/22 & 24 AISD Membership Drives
 - 9/30 Fall Tea
 - 10/31 Halloween Children's Party at ARA
 - 11/6 Christmas Bazaar at AISD
 - 11/20 Thanksgiving Potluck at Star's Mirpur Residence
 - 12/4 Children's Christmas Party/Rickshaw Caroling/Bonfire
 - 12/12 Ambassador Potluck Christmas Dinner & Caroling
 - 2/26 or 3/5 (TBD) Hollywood Ball
 - April Chocolate N Champagne party hosted by Juditha Ohlmacher
- Also, it was decided that this year as part of our membership drive we will provide a Hollywood Ball event program with a membership application inside of it to the Embassy and AISD to provide to incoming employees as part of their welcome packet.
- Discussion on Email Administration due in response to a member's query. The following was decided:
 - We will add all to our yahoo group. This will leave the decision on how often and if to receive email on the part of the member.
 - Personal notices will be published in the newsletter and possibly on our website. The deadline for anything going into the Dasher is the last week of the month for publication the following month
 - Once it's all set in motion, we will send out the information to all the members, so they can make the choice about which information they want to receive and events they will attend.

- To do list:
 - Banner to be used at Membership Drives and Christmas Bazaar
 - Generic Visiting Cards for all Board Members to use.
- Next Board Meeting will be on 8/14 location to be decided later.